

Government of India/ भारत सरकार
Department of Atomic Energy/ परमाणु ऊर्जा विभाग
Bhabha Atomic Research Centre/ भाभा परमाणु अनुसंधान केंद्र
Trombay, Mumbai 400085 / ट्रॉम्बे, मुंबई 400085

Notice inviting e-tender
ई-निविदा आमंत्रित करने के सूचना

Director, VECC, 1/AF Bidhan Nagar, Kolkata 700064 on behalf of the President of India invites online item rate tender (in two part) from reputed, qualified, experienced, technically and financially sound agencies for the following work :

Round the clock security surveillance at RMRC-BARC, DAE Campus. New Town, Kolkata-700160

निदेशक, वीईसीसी, 1/एफ बिधान नगर, कोलकाता 700064 भारत के राष्ट्रपति की ओर से निम्नलिखित कार्य के लिए प्रतिष्ठित, योग्य, अनुभवी, तकनीकी और वित्तीय रूप से मजबूत एजेंसियों से ऑनलाइन आइटम दर निविदा (दो बोली में) आमंत्रित करता है:

आरएमआरसी-बीएआरसी, पऊवि परिसर, न्यू टाउन, कोलकाता-700160 में चौबीसों घंटे सुरक्षा निगरानी।

PART-A	NIT DETAILS
PART-B	GUIDELINES FOR e-TENDERING
PART-C	TENDER REQUIREMENTS FOR ELIGIBILITY
PART-D	GENERAL CONDITIONS OF CONTRACT
PART-E	SPECIFICATIONS & OTHER CONDITIONS
PART-F	SALIENT GOVERNING FEATURES OF THE WORK

Note :

The tender documents are bilingual. Hindi version of the document can be viewed properly only if Hindi fonts are installed properly in the computer. In case of difficulty in seeing the hindi fonts properly, the bidders are advised to install the hindi language front in their computer.

निविदा दस्तावेज अंग्रेजी और हिंदी में हैं। दस्तावेज का हिंदी संस्करण ठीक से तभी देखा जा सकता है जब कंप्यूटर में हिंदी फॉन्ट सही ढंग से इंस्टॉल किया गया है। हिंदी फॉन्ट को ठीक से देखने में कठिनाई होने पर, बोलीदाताओं को सलाह दी जाती है कि वे अपने कंप्यूटर में हिंदी भाषा का फ्रंट इंस्टॉल करें।

PART A: NIT DETAILS

1	NIT No:	BARC/RMRC/SEC/NIT/T- 001 /028 Dated 26/07/22
2	Name of the work कार्य का नाम	Round the clock security surveillance at RMRC- BARC, DAE Campus. New Town, Kolkata-700160 आरएमआरसी-बीएआरसी, पऊवि परिसर, न्यू टाउन, कोलकाता- 700160 में चौबीसों घंटे सुरक्षा निगरानी।
3	Estimated cost put to tender निविदा की अनुमानित लागत	₹ 49,85,072.00
4	Earnest Money Deposit (EMD) अर्नेस्ट मनी डिपोजिट (इ.एम.डी)	Amount : ₹ 99702.00 Further details on preparation and submission of EMD has been specified in "PART B – Section 4: Submission of Bids" of this tender document. राशि : ₹ 99702.00 ई.एम.डी तैयार करने और जमा करने के बारे में अधिक जानकारी निविदा दस्तावेज में "भाग 'ख' - धारा 4: बोली का प्रस्तुतीकरण" में निर्दिष्ट किया गया है।
5	Completion period काम की अवधि	12 months (Refer to PART-D section 6 for further details) 12 महीने (अधिक जानकारी के लिए भाग-डी अनुभाग 6 देखें)
6	Fee of Tender Document निविदा दस्तावेज के लिए शुल्क	Nil / शून्य
7	Tender Processing Fee टेंडर प्रोसेसिंग फीस	Nil/ शून्य
8	Security Deposit सुरक्षा जमा राशि	2.5% of the tendered value निविदा मूल्य का 2.5%
9	Performance Guarantee परफॉरमेंस गुरंटी	3% of the tendered value निविदा मूल्य का 3%
10	Date & Time of publish of tender निविदा प्रकाशित होने की तिथि एवं समय	26 /07/2022 11:00 h on CPPP site https://eprocure.gov.in/eprocure/app Detailed NIT is also available on website https://barc.gov.in/tenders , https://www.vecc.gov.in/notifications/details/1 for view only.
11	Tender document download start date & time निविदा दस्तावेज डाउनलोड प्रारंभ तिथि और समय	26 / 07 /2022 11:00 h
12	Tender document download end date & time निविदा दस्तावेज डाउनलोड करने की अंतिम तिथि और समय	11/08 /2022 15:00 h

13	Seek clarification start date & time स्पष्टीकरण मांगने की प्रारंभ तिथि और समय	26 /07 /2022 11:00 h on CPPP site https://eprocure.gov.in/eprocure/app or queries may be sent to <bk.mishra@vecc.gov.in> ,<bkmishra@barc.gov.in Shri B K Mishra, TO/E & EIC RMRC C/o DCSEM Office VECC campus Variable Energy Cyclotron Centre 1/AF Bidhan Nagar, Kolkata 700064
14	Seek clarification end date & Time स्पष्टीकरण मांगने की समाप्ति तिथि और समय	08 / 08 /2022 15:00 h
15	Bid submission start date & time बोली जमा करने की आरंभ तिथि और समय	29 /07/2022 09:00 h
16	Bid submission end date & time बोली जमा करने की अंतिम तिथि और समय	12/08/2022 17:00 h
17	Date & Time of online opening of technical bid टेक्निकल बोली ऑनलाइन खोलने की तिथि एवं समय	16/08/2022 11:00 h
18	Date & time of opening of financial bid of qualified bidders योग्य बोलीदाताओं की फाइनैसियल बोली खोलने की तिथि और समय	Will be notified at a later date

Note:

1. Department reserves the right to accept or reject the tender(s) in full or in part, without assigning any reason thereof.
2. Tenders with any condition including conditional rebate shall be rejected forthwith.
3. Tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected.

नोट:

1. विभाग के पास बिना कोई कारण बताए निविदा को पूर्ण या आंशिक रूप से स्वीकार या अस्वीकार करने का अधिकार सुरक्षित है।
2. सशर्त छूट सहित किसी भी शर्त वाली निविदाओं को तत्काल अस्वीकार कर दिया जाएगा।
3. जिन निविदाओं में निर्धारित शर्तों में से कोई भी पूरी नहीं होती है या किसी भी तरह से अधूरी हैं, उन्हें अस्वीकार कर दिया जाएगा।

PART B: GUIDELINES FOR E-TENDERING [Instructions for Online Bid Submission]

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:

<https://eprocure.gov.in/eprocure/app>.

1. REGISTRATION

- 1) 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.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) 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.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) 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.
- 6) Bidder can logon in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

2. SEARCHING FOR TENDER DOCUMENTS:

- 1) 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.
- 2) 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.
- 3) 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 Help desk.

3. PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) 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 deviations from these may lead to rejection of the bid.

- 3) 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.
- 4) 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 "MySpace" 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.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

4. SUBMISSION OF BIDS

- 1) Bids shall be submitted online only at CPPP website : <https://eprocure.gov.in/eprocure/app>
- 2) 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 time. Bidder will be responsible for any delay due to other issues.
- 3) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 4) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 5) The EMD amount has been specified in "PART A: NIT DETAILS". The bidder should submit the total EMD amount in the form of Fixed Deposit Receipt / Demand Draft / banker's Cheque issued by a Scheduled bank in favour of Pay & Accounts Officer, VECC, Payable at Kolkata.

Note:

- The bidder should upload the scanned copy of the EMD document in the CPP portal while submitting his bids. The original EMD should be sent well in advance to the concerned officials mentioned in "PART A: Seek clarification start date & time" of NIT so as to reach them before "Date & Time of online opening of technical bid" mentioned in PART-A of NIT, otherwise the uploaded bid will be rejected.
 - 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.
 - EMD in the form of cheque will not be accepted
- 6) The agency shall download the pre bid clarification if any for the work and upload the same (scanned copy) duly signed and sealed. The revised documents (if any) shall be uploaded in e tender portal.
 - 7) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the SKY BLUE coloured (unprotected) 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 filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
 - 8) Tenderers are advised to upload their documents well in advance, to avoid last minutes rush on the server or complications in uploading. The tender inviting authority, in any case, shall not be held

responsible for any type of difficulties during uploading the documents including server and technical problems whatsoever.

- 9) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 10) The server time (which is displayed on the bidders' 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.
- 11) Submission of the tender documents after the due date and time (including extended period) shall not be permitted.
- 12) 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. Any 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 opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 13) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 14) 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.
- 15) 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.
- 16) Intending Bidders are advised to visit this website regularly till closing date of submission to keep themselves updated as any change/ modification in the tender will be intimated through this website only by corrigendum / addendum / amendment.

5. 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.

भाग 'ख' : ई-निविदा के लिए दिशानिर्देश [अनुदेश ऑनलाइन बोली प्रस्तुत करने हेतु]

बोलीदाताओं को वैध डिजिटल हस्ताक्षर प्रमाणपत्रों का उपयोग करते हुए, सीपीपी पोर्टल पर इलेक्ट्रॉनिक रूप से अपनी बोलियों की सॉफ्ट कॉपी प्रस्तुत करनी होगी। नीचे दिए गए निर्देश बोलीदाताओं को सीपीपी पोर्टल पर पंजीकरण करने में सहायता, आवश्यकताओं के अनुसार अपनी बोलियां तैयार करने और सीपीपी पोर्टल पर अपनी बोलियां ऑनलाइन प्रस्तुत करने के लिए हैं।

सीपीपी पोर्टल पर ऑनलाइन बोलियां प्रस्तुत करने के लिए उपयोगी अधिक जानकारी <https://eprocure.gov.in/eprocure/app> पर प्राप्त की जा सकती है :

1. पंजीकरण :

- 1) बोलीदाताओं को सीपीपी पोर्टल पर "Online bidder Enrollment" लिंक पर क्लिक करके केंद्रीय सार्वजनिक खरीद पोर्टल (URL:<https://eprocure.gov.in/eprocure/app>) के ई-प्रोक्योरमेंट मॉड्यूल, जो कि निःशुल्क है, पर नामांकन करना आवश्यक है।

- 2) नामांकन प्रक्रिया के भाग के रूप में, बोलीदाताओं को एक यूनिक उपयोगकर्ता के नाम चयन करना होगा और अपने एकाउंट के लिए एक पासवर्ड देना होगा।
- 3) बोलीदाताओं को सलाह दी जाती है कि वे पंजीकरण प्रक्रिया के भाग के रूप में अपना वैध ईमेल पता और मोबाइल नंबर दर्ज करें। इनका उपयोग सीपीपी पोर्टल से किसी भी सूचना के लिए किया जाएगा।
- 4) बोलीदाताओं को, नामांकन के बाद, अपने प्रोफाइल के साथ सीसीए इंडिया (जैसे सिफी/एन.कोड/ईमुद्रा आदि) द्वारा मान्यता प्राप्त किसी भी प्रमाणन प्राधिकरण द्वारा जारी अपने वैध डिजिटल हस्ताक्षर प्रमाणपत्र (हस्ताक्षर कुंजी उपयोग के साथ तृतीय श्रेणी के प्रमाण पत्र) को पंजीकृत करना होगा।
- 5) एक बोलीदाता द्वारा केवल एक ही वैध डीएससी पंजीकृत किया जाना चाहिए। कृपया ध्यान दें कि बोलीदाता यह सुनिश्चित करने के लिए जिम्मेदार हैं कि वे अपने डीएससी को दूसरों को उधार नहीं दें, अन्यथा दुरुपयोग की संभावना हो सकती है।
- 6) बोलीदाता अपनी यूजर आईडी/पासवर्ड और डीएससी/ई-टोकन का पासवर्ड दर्ज करके सुरक्षित लॉग-इन के माध्यम से साइट पर लॉग-इन कर सकते हैं।

2. निविदा दस्तावेजों की सर्चिंग:

- 1) सीपीपी पोर्टल में विभिन्न सर्च विकल्प बनाए गए हैं, जिससे बोलीदाताओं को सक्रिय निविदाओं को कई पैरामीटर द्वारा सर्च करने में सुविधा हो। इन मापदंडों में निविदा की आईडी, संगठन का नाम, स्थान, तिथि, मूल्य आदि शामिल हो सकते हैं। निविदाओं के लिए एडवांस्ड सर्च का विकल्प भी है, जिसमें बोलीदाता सीपीपी पोर्टल पर प्रकाशित निविदा की सर्च के लिए कई सर्च पैरामीटर को जोड़ सकते हैं जैसे संगठन का नाम, निविदा का रूप, स्थान, सीपीपी पोर्टल पर दिनांक, अन्य की-वर्ड आदि।
- 2) एक बार जब बोलीदाता अपनी रुचि के अनुसार उन निविदाओं का चयन कर लेते हैं, तो वे आवश्यक दस्तावेज/निविदा कार्यक्रम डाउनलोड कर सकते हैं। इन निविदाओं को संबंधित 'माई टेंडर' फ़ोल्डर में ले जाया जा सकता है। यदि निविदा दस्तावेज हेतु शुद्धिपत्र जारी किया गया है तो इससे सीपीपी पोर्टल एसएमएस/ई-मेल के माध्यम से बोलीदाताओं को सूचित करने में सक्षम होगा।
- 3) यदि बोलीदाता हेल्पडेस्क से कोई स्पष्टीकरण/सहायता प्राप्त करना चाहता है तो उसे प्रत्येक निविदा के संबंध में प्रदाता की गयी विशिष्ट निविदा आईडी को नोट करना चाहिए।

3. बोली की तैयारी:

- 1) बोलीदाता को अपनी बोली प्रस्तुत करने से पहले निविदा दस्तावेज हेतु प्रकाशित किसी भी शुद्धिपत्र को ध्यान में रखना चाहिए।
- 2) बोली के भाग के रूप में प्रस्तुत किए जाने वाले आवश्यक दस्तावेजों को समझने के लिए कृपया निविदा विज्ञापन और निविदा दस्तावेज को ध्यान से देखें। कृपया उन कवरों की संख्या पर ध्यान दें जिनमें बोली दस्तावेज जमा किए जाने हैं, दस्तावेजों की संख्या - जिसमें प्रस्तुत किए जाने वाले प्रत्येक दस्तावेज के नाम और सामग्री शामिल हैं। इनमें से किसी में भी अंतर होने पर बोली को अस्वीकार किया जा सकता है।
- 3) बोलीदाता को निविदा दस्तावेज/अनुसूची के अनुसार प्रस्तुत किए जाने वाले बोली दस्तावेज को अग्रिम रूप से तैयार करने चाहिए और सामान्यतया, वे पीडीएफ/एक्सएलएस/आरएआर/डीडब्ल्यूएफ/जेपीजी प्रारूपों में हो सकते हैं। बोली दस्तावेजों को 100 डीपीआई के साथ ब्लैक एंड व्हाइट विकल्प के साथ स्कैन किया जा सकता है जो स्कैन किए गए दस्तावेज के आकार को कम करने में मदद करता है।
- 4) मानक दस्तावेजों, जिन्हें प्रत्येक बोली के एक भाग के रूप में प्रस्तुत करने की आवश्यकता होती है, के उसी सेट को अपलोड करने में आवश्यक समय और प्रयास से बचने के लिए, ऐसे मानक दस्तावेजों (जैसे पैन कार्ड की प्रति, वार्षिक रिपोर्ट, लेखा परीक्षक का प्रमाण पत्र आदि) को अपलोड करने का एक प्रावधान बोलीदाताओं को प्रदान किया गया है। बोलीदाता ऐसे दस्तावेज अपलोड करने के लिए उनके लिए उपलब्ध "माइस्पेस" या "अन्य महत्वपूर्ण दस्तावेज" क्षेत्र का उपयोग कर सकते हैं। इन दस्तावेजों को सीधे "माइस्पेस" एरिया से बोली सबमिट करते समय सबमिट किया जा सकता है, और उन्हें दोबारा अपलोड करने की आवश्यकता नहीं है। इससे बोली प्रस्तुत करने की प्रक्रिया में लगने वाले अपेक्षित समय में कमी आएगी।

नोट: My Documents स्पेस केवल अपलोड करने की प्रक्रिया को आसान बनाने के लिए बोलीदाताओं को दिया गया एक रिपोजिट्री है। यदि बोलीदाता ने अपने दस्तावेज My Documents वाले स्थान में अपलोड किए हैं, तो यह स्वचालित रूप से यह सुनिश्चित नहीं करता है कि ये दस्तावेज तकनीकी बोली का एक भाग हैं।

4. बोली का प्रस्तुतीकरण:

- 1) बोलियां केवल सीपीपीपी वेबसाइट : <https://eprocure.gov.in/eprocure/app> पर ऑनलाइन प्रस्तुत की जाएंगी।
- 2) बोलीदाता को बोली प्रस्तुत करने के लिए पहले ही साइट पर लॉग इन करना चाहिए ताकि वे समय पर अर्थात बोली प्रस्तुत करने के समय पर या उससे पहले बोली अपलोड कर सकें। किसी अन्य कारण से किसी भी देरी के लिए बोलीदाता ही जिम्मेवार होगा।
- 3) बोलीदाता को निविदा में दर्शाए गए दस्तावेज अनुसार आवश्यक बोली दस्तावेजों को एक-एक करके डिजिटल रूप से हस्ताक्षरित और अपलोड करना होगा।
- 4) बोलीदाता को निविदा शुल्क / ईएमडी का भुगतान करने के लिए "ऑफलाइन" के रूप में भुगतान विकल्प का चयन करना होगा तथा उपकरण का विवरण दर्ज करना होगा।
- 5) ई.एम.डी. राशि "पार्ट-A: एन.आई.टी. डिटेल्स" में निर्दिष्ट की गई है। बोलीदाता कुल ई.एम.डी राशि फिक्स्ड डिपोजिट रिसिप्ट / डिमांड ड्राफ्ट / बैंकर'स चेक, जो एक अनुसूचित बैंक द्वारा पे & एकाउंट्स ऑफिसर , वी.ई.सी.सी., कोलकाता में देय के पक्ष में जारी किया गया है, के रूप में जमा करना चाहिए।

नोट:

- बोलीदाता को अपनी बोलियां जमा करते समय ई.एम.डी. दस्तावेज की स्कैन कॉपी सी.पी.पी. पोर्टल पर अपलोड करनी चाहिए। असली ई.एम.डी. एन.आई.टी. के "पार्ट ए: स्पष्टीकरण मांगने की समाप्ति तिथि और समय" में उल्लिखित संबंधित अधिकारियों को अग्रिम रूप से भेजी जानी चाहिए ताकि वे भाग-ए में उल्लिखित "टेक्निकल बोली ऑनलाइन खोलने की तिथि एवं समय" से पहले पहुंच सकें। अन्यथा अपलोड की गई बोली को अस्वीकार कर दिया जाएगा।
 - भौतिक रूप से भेजी गई ई.एम.डी. का विवरण, अपलोड की गई स्कैन की गई प्रति में उपलब्ध विवरण और बोली जमा करने के समय दर्ज किए गए डेटा से मेल खाना चाहिए। अन्यथा अपलोड की गई बोली को अस्वीकार कर दिया जाएगा।
 - चेक के रूप में ई.एम.डी. को स्वीकार नहीं किया जाएगा।
- 6) एजेंसी कार्य के लिए बोली पूर्व स्पष्टीकरण, यदि कोई हो, एजेंसी डाउनलोड करेगी और उसे विधिवत हस्ताक्षरित और मुहरबंद (स्कैन की गई प्रति) अपलोड करेगी। संशोधित दस्तावेज (यदि कोई हो) ई-निविदा पोर्टल पर अपलोड किए जाएंगे।
 - 7) बोलीदाताओं से अनुरोध है कि वे नोट करें कि वे उपलब्ध कराए गए प्रारूप में ही अपनी वित्तीय बोलियां को अवश्य प्रस्तुत करें और कोई अन्य प्रारूप स्वीकार्य नहीं है। यदि मूल्य बोली को निविदा दस्तावेज के साथ मानक BoQ प्रारूप के रूप में दिया गया है, तो इसे डाउनलोड किया जाना है और सभी बोलीदाताओं द्वारा भरा जाना है। बोलीदाताओं को BoQ फाइल डाउनलोड करने, इसे खोलने और अपने संबंधित वित्तीय उद्धरण और अन्य विवरण (जैसे बोली लगाने वाले का नाम) के साथ SKY BLUE रंग (असुरक्षित) सेल को पूरा करना आवश्यक है। कोई अन्य सेल नहीं बदला जाना चाहिए। एक बार विवरण पूरा हो जाने के बाद, बोलीदाता को फाइल नाम बदले बिना इसे सेव करना चाहिए चाहिए और इसे ऑनलाइन प्रस्तुत करना चाहिए। यदि बोलीकर्ता द्वारा BoQ फाइल को संशोधित पाया जाता है, तो बोली को अस्वीकार कर दिया जाएगा।
 - 8) निविदाकारों को सलाह दी जाती है कि वे अपने दस्तावेज बहुत पहले ही अपलोड कर दें, ताकि सर्वर पर अंतिम समय में हड़बड़ी या अपलोड करने में आने वाली जटिलताओं से बचा जा सके। निविदा आमंत्रण प्राधिकारी, किसी भी मामले में, सर्वर और तकनीकी समस्याओं सहित दस्तावेजों को अपलोड करने के दौरान किसी भी प्रकार की कठिनाइयों के लिए जिम्मेवार नहीं होगा।
 - 9) बोली दस्तावेजों को 100 डीपीआई के साथ ब्लैक एंड व्हाइट विकल्प के साथ स्कैन किया जा सकता है जो स्कैन किए गए दस्तावेज के आकार को कम करने में मदद करता है।
 - 10) सर्वरटाइम (जो बोलीदाताओं के डैशबोर्ड पर प्रदर्शित होता है) को बोलीदाताओं द्वारा बोलियां प्रस्तुत करने, बोलियां खोलने आदि की समय सीमा को संदर्भित करने के लिए मानक समय माना जाएगा। बोलीदाताओं को बोली प्रस्तुत करने के दौरान इस समय का पालन करना चाहिए।
 - 11) नियत तारीख और समय (विस्तारित अवधि सहित) के बाद निविदा दस्तावेज प्रस्तुत करने की अनुमति नहीं होगी।
 - 12) बोलीदाताओं द्वारा प्रस्तुत किए जा रहे सभी दस्तावेजों को डेटा की गोपनीयता सुनिश्चित करने के लिए PKI एन्क्रिप्शन तकनीकों का उपयोग करके एन्क्रिप्ट किया जाएगा। दर्ज किए गए डेटा को अनधिकृत व्यक्तियों द्वारा बोली खोलने के समय तक नहीं देखा जा सकता है। बोलियों की गोपनीयता सुरक्षित सॉकेट लेयर 128 बिट एन्क्रिप्शन तकनीक का

उपयोग करके बनाए रखी जाती है। सेंसेटिव फील्ड का डेटा स्टोरेज एन्क्रिप्शन किया जाता है। कोई भी बोली दस्तावेज़ जो सर्वर पर अपलोड किया जाता है, सिस्टम द्वारा जनरेट सिमेट्रिक की का उपयोग करके सिमेट्रिक एन्क्रिप्शन के अधीन होता है। इसके अलावा यह की (key) खरीददारों/बोली खोलने वाले की सार्वजनिक कुंजी का उपयोग करके असममित एन्क्रिप्शन के अधीन है। कुल मिलाकर, अपलोड किए गए निविदा दस्तावेज़ अधिकृत बोली खोलने वालों द्वारा निविदा खोलने के बाद ही पढ़ने योग्य हो जाते हैं।

- 13) अपलोड किए गए निविदा दस्तावेज़ अधिकृत बोली खोलने वालों द्वारा निविदा खोलने के बाद ही पढ़ने लायक हो जाते हैं।
- 14) बोलियों को सफलतापूर्वक और समय पर प्रस्तुत करने पर (अर्थात पोर्टल में "Freeze Bid Submission" पर क्लिक करने के बाद), पोर्टल एक सफल बिड सबमिशन संदेश देगा और बोली संख्या के साथ संक्षिप्त समरी और अन्य सभी प्रासंगिक विवरणों के साथ बोली प्रस्तुत करने की तिथि एवं समय प्रदर्शित किया जाएगा।
- 15) बोली का सार प्रिंट किया जाना है और बोली प्रस्तुत करने की पावती के रूप में रखा जाना है। इस पावती का उपयोग किसी भी बोली खोलने की बैठक में एंट्री पास के रूप में किया जा सकता है।
- 16) इच्छुक बोलीदाताओं को सलाह दी जाती है कि वे स्वयं को अद्यतन रखने के लिए बोली प्रस्तुत करने की अंतिम तिथि तक नियमित रूप से इस वेबसाइट को देखते रहें क्योंकि निविदा में किसी भी परिवर्तन/संशोधन की सूचना इस वेबसाइट के माध्यम से केवल शुद्धिपत्र/परिशिष्ट/संशोधन द्वारा दी जाएगी।

5. बोलीदाताओं को सहायता

- 1) निविदा दस्तावेज़ और उसमें निहित नियमों और शर्तों से संबंधित किसी भी प्रश्न को निविदा के लिए निविदा आमंत्रण प्राधिकारी या निविदा में इंगित संबंधित संपर्क व्यक्ति को संबोधित किया जाना चाहिए।
- 2) ऑनलाइन बोली जमा करने की प्रक्रिया से संबंधित कोई भी प्रश्न या सामान्य रूप से सीपीपी पोर्टल से संबंधित प्रश्नों को 24x7 सीपीपी पोर्टल हेल्पडेस्क को निदेशित किया जा सकता है।

PART C: TENDER REQUIREMENTS FOR ELIGIBILITY:

1. The details of the tender requirements for eligibility and various documents to be submitted to the vendor has been provided in the file "Informationfromvendor.xls".
2. The excel file has multiple sheets e.g. (a) Information sheet (b) Instruction sheet (c) Tender Acceptance Letter (d) Undertaking. The bidders should carefully go through all the sheets of the excel file.
3. Bidders are required to download the file "Informationfromvendor.xls", open it and complete the SKY BLUE coloured (unprotected) cells in the "information sheet" with their respective details. No other cells should be changed. Bidders are advised to read and follow the "Instruction sheet" of the excel file before filling up the "information sheet". Once the details have been filled up, the bidder should upload the "pdf" version of the "information sheet" along with other certificates and declarations mentioned in the excel file under the heading "PART IV: Certificates – all are mandatory" as a single pdf file.
4. Bidders are required to fill up the two forms as per the format given in the sheets (a) Tender Acceptance Letter (b) Undertaking of the excel file "Informationfromvendor.xls" on their letterhead and upload the scanned copy of the same in the CPPP portal along with other requisite documents.
5. It is bidder's responsibility to provide the correct information in the excel file and to upload the scanned copies of the correct files in the CPP portal where ever applicable.
6. The e-mail i/d and/ or telephone/ mobile numbers provided by the vendor should remain active during the entire tender evaluation process as these information may be used for communicating with the vendor, if necessary.

भाग ग: पात्रता के लिए निविदा आवश्यकताएँ:

1. पात्रता के लिए निविदा आवश्यकताओं और वेंडर को प्रस्तुत किए जाने वाले विभिन्न दस्तावेज़ों का विवरण "Informationfromvendor.xls" फ़ाइल में उपलब्ध कराया गया है।

2. एक्सेल फाइल में कई शीट हैं यथा, (a) Information sheet (b) Instruction sheet (c) Tender Acceptance Letter (d) Undertaking। बोलीदाताओं को एक्सेल फाइल की सभी शीटों को ध्यान से देखना चाहिए।
3. बोलीदाताओं "Informationfromvendor.xls" फाइल डाउनलोड करें, इसे खोलें और अपने संबंधित विवरण के साथ "सूचना पत्रक" में SKY BLUE रंग (अनप्रोटेक्टेड) सेल को भरें। कोई अन्य सेल नहीं बदला जाना चाहिए। बोलीदाताओं को सलाह दी जाती है कि वे "information sheet" भरने से पहले एक्सेल फाइल के "instruction sheet" को पढ़ें और उनका अनुपालन करें। एक बार विवरण भरने के बाद, बोलीदाता को "PART IV: Certificates – all are mandatory" शीर्षक के तहत एक्सेल फाइल में उल्लिखित अन्य प्रमाणपत्रों और घोषणाओं के साथ "information sheet" का "pdf" संस्करण एक एकल पीडीएफ दस्तावेज़ के रूप में अपलोड करना चाहिए।
4. बोलीदाताओं को एक्सेल फाइल "Informationfromvendor.xls" की दो शीट ("Tender acceptance letter", "Undertaking") में दिए गए प्रारूप के अनुसार उनके लेटरहेड पर दो फॉर्म भरने की आवश्यकता होती है और अन्य आवश्यक दस्तावेजों के साथ उसी की स्कैन की हुई कॉपी सीपीपीपी पोर्टल पर अपलोड करें।
5. एक्सेल फाइल में सही जानकारी प्रदान करना और सीपीपीपी पोर्टल में सही फाइलों की स्कैन की गई प्रतियों को जहां कहीं लागू हो, अपलोड करना बोलीदाता की ही जिम्मेदारी है।
6. वेंडर द्वारा प्रदान किया गया ई-मेल आई/डी और/या टेलीफोन/मोबाइल नंबर निविदा की पूरी मूल्यांकन प्रक्रिया के दौरान सक्रिय रहना चाहिए क्योंकि यदि आवश्यक हो तो इन सूचनाओं का उपयोग विक्रेता के साथ संवाद करने के लिए किया जा सकता है।

PART D: GENERAL CONDITIONS OF CONTRACT:

1. Tender Rates:

- a. The bidders shall quote their rates in the excel file of the price bid uploaded in the CPP portal only. Refer to "PART B" of this document for further information.
- b. It is mandatory that the quoted rate should be inclusive of all costs e.g. minimum wages act of the central Government for security personnel and other bye-laws applicable along with schedule acts in PSA(R) Act – 2005, incidental charges, statutory obligations such as contribution towards ESI & Gratuity (in cases where applicable), EPF and any other central as well as State Government taxes, levies including profit.
- c. The bidder has to comply with the provisions of EPF scheme 1952 and all amendments issued from time to time in respect of employees engaged by him/ her for this work. Any consequence arising due to non-complying of provisions as specified above shall be sole responsibility of the bidder. The employee contributes 12% of the wage towards EPF, while the employer contributes 8.33% towards Employees' Pension Scheme (EPS) and 3.67% towards EPF of the employee. If the monthly wage exceeds Rs. 15,000/-, the EPF contributions are payable on the maximum limit of Rs. 15,000/-. Accordingly, the bidders/intending tenderer's may workout and quote the rates.
- d. Before submitting the bid, vendors are requested also to refer to PART-D and PART-E of this document.

2. Performance Gurantee:

- a. The tenderer whose tender is accepted, will be required to deposit Performance Guarantee @ 3% of tendered value within 15 days from the date of receipt of the work order. Performance Guarantee can be submitted in the form of PBG (Performance Bank Guarantee), FDR (Fixed Deposit Receipt), DD (Demand Draft), BC (Banker's Cheque) etc. issued by any Schedules bank drawn in favour of **Pay & Accounts Officer, VECC, payable at Kolkata**. This period can be further extended by the Engineer-in-charge on written request of the contractor stating the reason for delays in submitting the Performance Guarantee, to the satisfaction of the Engineer-in-charge. Late fee (@ 0.1% per day of PBG amount) will be levied for the delayed submission of PBG.
- b. The Performance Guarantee shall be initially valid up to the stipulated date of completion plus 60 days beyond that. In case the time for completion of work gets enlarged, the contractor shall

get the validity of Performance Guarantee extended to cover such enlarged time for completion of work.

- c. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the contractor, without any interest.

3. **Security Deposit:**

- a. Security Deposit @ 2.5% of tendered value as worked out on the basis of tendered cost will be recovered @ 2.5% of the gross value of each bill including final bill.
- b. Security Deposit will be returned after three (03) months of completion of the job or passing of final bill whichever is later.
- c. No interest will be paid to the security deposit (SD).

4. **Contractor's responsibility towards his employees:**

- a. The contractor should pay to their personnel minimum wages from time to time including VDA as notified by the Office of the Chief Labour Commissioner(C), New Delhi, Government of India.
- b. Any breach of minimum wages condition will be liable for termination of the contract and the same would be dealt with accordingly. No escalation will be paid for this work. No extra payment over and above the quoted price will be paid. **However, Minimum wages and VDA increased by Ministry of Labour will be reimbursed extra during the contractual period as per the applicable rate as and when revised. ESI, EPF & GST on the additional amount will also be considered for reimbursement on submission of documentary evidences. Reimbursement of ESI & EPF is valid only for applicable cases.**
- c. Contractor should pay wages to their personnel by 7th of every month by means of direct payment to the beneficiary (worker's) account through RTGS/NEFT/ECS mode and a statement thereof showing the details like Worker's name, Account No., Bank name, IFSC number, Amount, UTR number etc. should be submitted along with their bills for payment. The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment of wages.
- d. The employees engaged by the contractor will be in the pay roll of the contractor only and VECC or BARC will not be held responsible in any way.
- e. All workers to be engaged by the contractor for this work, should have medical examinations for Blood RE, Urine RE and Chest X-ray. The test reports are to be submitted to the Engineer-in-Charge before engaging them to the work after receiving of the work order. These reports are to be examined and verified by VECC Medical Officer of Medical Section. Thereafter a fitness certificate will be issued by VECC Medical Officer. Cost of medical test to be borne by the contractor and should be considered while submitting the quotation.
- f. Working personnel under the contract will not be entitled for any medical facility from department except the first aid which is provided only during working days between 0900 Hrs. to 1730 Hrs.

5. **Payment of Bills:**

- a. Payment will be made by Pay & Accounts Officer, VECC, bi-monthly on satisfactory completion of the work during the period.
- b. The vendor has to submit tax-invoice, wages sheet, bank statement for payment of wages, attendance sheet, ESIC challan & contribution history, EPF challan cum return copy to the Engineer-in-charge after every two months. Vendor would also require to sign the measurement book (MB) and RA bill prepared by the EIC for processing of the payment.
- c. Payment will be made through RTGS/NEFT mode only.
- d. The payment is subject to TDS applicable under Income Tax Act, 1961. As per instructions of Ministry of Finance, a recovery of Income Tax @ 2% of gross value of work done, will be made from all the bills in respect of this work and the amount so recovered will be credited to the Income Tax Authorities and a certificate for the amount so credited will be issued by the **Pay & Accounts Officer, VECC, Kolkata.**
- e. TDS @ 2% or as applicable U/S 51 of GST Act. 2017 will also be recovered from the bills and TDS thereof will be uploaded in GST portal by **Pay & Accounts Officer, VECC, Kolkata.**

Any other taxes as per Government directives shall be deducted from each bill paid to the contractor, from time to time.

6. Validity of the Contract Period:

- a. The contract will be in force for a period of twelve (12) months from the date of commencement of contract.
- b. The Director, VECC reserves the right to short close the contract partly or terminate the entire contract, awarded to the vendor, as the case may be, at any time without assigning any reason thereof.
- c. The contract may be extended for the further period of twelve (12) months subject to satisfactory performance and on mutually agreed terms and conditions.
- d. **The contract doesn't contain the provision for escalation clause during the contract period and also in the event of extension of contract.**

7. Acts to be complied with:

- a. The Contract shall comply with all Central, State and Municipal laws and rules and shall be solely responsible for complying with the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, and the rules there under and the other enactments that may be applicable including the Payment of Wages Act, 1936, Factory Act 1948, Workmen's Compensation Act, 1923 or any other applicable legislation and Municipal Bye-laws or other Statutory rules and regulations, whatsoever, in force. In so far as these are applicable, any obligations, financial or otherwise, imposed under any statutory enactments, rules and regulations, there under shall be the sole responsibility or the contractor.

8. Security & Safety Regulations:

- a. Safety Regulation of VECC should be followed strictly during the entire period of work.
- b. All the persons engaged in the present contract should have Police Verification Certificate, valid identity proof / residence proof and should submit attested copies of documents in support of above. However due to security reasons, Security Section of VECC may ask for specific identity proof / residence proof / certification by local police as may be required.
- c. All personnel connected with the consultant and their bags and baggage shall be liable for physical check both at the time of entry and exit by the security staff as per Department security regulation. The personnel are required to be in possession of individual identity card or passes.

9. Removal & Replacement of personnel:

- a. Except for the Engineer in charge may otherwise agree, no changes shall be made in the personnel during the contract period. If for any reasons beyond the reasonable control of the vendor, it becomes necessary to replace any of the personnel, the vendor shall forthwith provide as a replacement a person of equivalent qualification and experience acceptable to the Engineer in Charge.
- b. The Engineer in Charge may require the contractor to dismiss or remove any person or persons, who may be incompetent or misconduct himself or has been charged with having committed criminal action or negligent in the proper performance of his duties. All such persons shall not again be employed in executing the job within the scope of the present contract.

10. Maintaining the Documents:

- a. The Contractor should maintain the following Registers in respect of the work orders placed on them so that the same may be produced to the Labour Enforcement Officer for inspection when the same is called for : (a) Attendance Register, (b) Register of Wages, (c) Register of Deductions, (d) Register of Overtime, (e) Register of Fines, (f) Register of Advances, (g) Wage Slip, (h) Register of Persons Employed.

11. Contact details related to this tender:

- a. Different officers of this Department as well as CPPP will be help you to solve different types of issues / problems. Contact the relevant officer ONLY, as given in the following table, based on the nature of the issue /problem.

1	For technical clarifications related to the tender	Please refer to part -A, NIT Details, 'Seek clarification start date'
2	For any help on CPP portal, trouble with tender uploading	Use the website: https://eprocure.gov.in/eprocure/app On the top right corner click "contact us" to find the 24x7 phone support and mail support
3	For vigilance related issues	Contact Vigilance Officer: Shri Sriram S, Vigilance officer/CAO(P) Central Complex, Bhabha Atomic Research Centre, Trombay,Mumbai 400085 Tel. No. +91 22 25505265 e-mail: caop@barc.gov.in

भाग घ : संविदा की सामान्य शर्तें:

1. निविदा दरें:

- बोलीदाता अपनी प्रस्तावित कीमत केवल सी.पी.पी. पोर्टल में अपलोड की गई 'प्राइस बिड' की एक्सेल फाइल में उद्धृत करेंगे। अधिक जानकारी के लिए इस दस्तावेज़ का "भाग बी" देखें।
- प्रस्तावित कीमत सभी लागतों सहित होनी चाहिए, उदाहरण के लिए, सुरक्षाकर्मियों के लिए केंद्र सरकार का न्यूनतम वेतन अधिनियम और पी.एस.ए. (आर) अधिनियम - 2005 में अनुसूची अधिनियमों के साथ लागू अन्य उपनियम, आकस्मिक शुल्क, वैधानिक दायित्व जैसे ई.एस.आई. तथा ग्रेच्युटी (जहां लागू हो), ई.पी.एफ. में योगदान, और कोई अन्य केंद्र और साथ ही राज्य सरकार के कर, लाभ सहित लेवी।
- बोलीदाता को इस कार्य के लिए उसके द्वारा नियुक्त कर्मचारियों के लिये ई.पी.एफ. योजना 1952 के प्रावधानों और समय-समय पर जारी सभी संशोधन का पालन करना होगा। ऊपर निर्दिष्ट प्रावधानों का पालन न करने के कारण उत्पन्न होने वाले किसी भी परिणाम की पूरी जिम्मेदारी बोलीदाता की होगी। कर्मचारी वेतन का 12% ई.पी.एफ. में योगदान करता है, जबकि नियोक्ता कर्मचारी पेंशन योजना (EPS) में 8.33% और ई.पी.एफ. की ओर 3.67% योगदान देता है। यदि किसी कर्मचारी का मासिक वेतन 15000/- रुपये से अधिक है तो वर्तमान में ई.पी.एफ. योगदान अधिकतम 15000/- रुपये की दर पर देय है। तदनुसार, बोलीदाता / निविदाकर्ता दरें उद्धृत कर सकते हैं।
- बोलीदाताओं से अनुरोध है कि बोली जमा करने से पहले वे इस दस्तावेज़ का भाग-डी और भाग-ई भी देखें ।

2. कार्यनिष्पादन गारंटी:

- जिस निविदाकार की निविदा स्वीकार की जाती है, उसे कार्यादेश प्राप्त होने की तिथि से 15 दिनों के भीतर निविदा मूल्य का 3% कार्यनिष्पादन गारंटी प्रस्तुत करनी होगी। निष्पादन गारंटी भुगतान एवं लेखा अधिकारी, वीईसीसी, के पक्ष में आहरित, कोलकाता में देय, किसी भी अनुसूचित बैंक द्वारा जारी पीबीजी (परफ़ोर्मेंस बैंक

गारंटी), एफडीआर (सावधि जमा रसीद), डीडी (डिमांड ड्राफ्ट), बीसी (बैंकर्स चेक) आदि के रूप में प्रस्तुत की जा सकती है। इस अवधि को प्रभारी अभियंता द्वारा संविदाकर के लिखित अनुरोध पर कार्यनिष्पादन गारंटी जमा करने में देरी का कारण बताते हुए, प्रभारी अभियंता की संतुष्टि पर, आगे बढ़ाया जा सकता है। विलंब शुल्क (पीबीजी राशि का 0.1% प्रति दिन) पीबीजी जमा करने में देरी के लिए लगाया जाएगा।

- b. कार्यनिष्पादन गारंटी प्रारंभ में पूर्ण होने की निर्धारित तिथि और उसके बाद 60 दिनों तक वैध होगी। यदि कार्य पूरा करने का समय बढ़ जाता है, तो संविदाकार को कार्य पूरा करने के लिए ऐसे बढ़े हुए समय को कवर करने के लिए निष्पादन गारंटी की वैधता बढ़ानी होगी।
- c. सक्षम प्राधिकारी द्वारा कार्य के लिए पूर्णता प्रमाण पत्र की रिकॉर्डिंग के बाद, कार्यनिष्पादन गारंटी संविदाकार को बिना किसी ब्याज के वापस कर दी जाएगी।

3. सुरक्षा जमा:

- a. सुरक्षा जमा @ निविदा मूल्य का 2.5% जैसा कि निविदा लागत के आधार पर निकाला गया है, अंतिम बिल सहित प्रत्येक बिल के सकल मूल्य के 2.5% की दर से वसूल किया जाएगा।
- b. सुरक्षा जमा, कार्य पूरा होने के तीन (03) महीने बाद या अंतिम बिल पारित होने के बाद जो भी बाद में हो, वापस कर दिया जाएगा
- c. सुरक्षा जमा (एसडी) पर कोई ब्याज नहीं दिया जाएगा।

4. अपने कर्मचारियों के प्रति ठेकेदार की जिम्मेदारी:

- a. मुख्य श्रम आयुक्त (सी), नई दिल्ली, भारत सरकार के कार्यालय द्वारा अधिसूचित वीडिए सहित संविदाकार को समय-समय पर अपने कर्मियों को न्यूनतम मजदूरी का भुगतान करना चाहिए।
- b. न्यूनतम मजदूरी की शर्त का कोई भी उल्लंघन इस संविदा की समाप्ति के लिए उत्तरदायी होगा और उसी के अनुसार कार्रवाई की जाएगी। इस कार्य के लिए किसी प्रकार की वृद्धि देय नहीं होगी। उद्धृत मूल्य से अधिक कोई अतिरिक्त भुगतान नहीं किया जाएगा। **हालांकि, श्रम मंत्रालय द्वारा बढ़ाए गए न्यूनतम मजदूरी और वीडिए को संशोधित होने पर लागू दर के अनुसार संविदा अवधि के दौरान अतिरिक्त प्रतिपूर्ति की जाएगी। अतिरिक्त राशि पर ईएसआई, ईपीएफ और जीएसटी संबंधी दस्तावेजी साक्ष्य प्रस्तुत करने पर प्रतिपूर्ति के लिए विचार किया जाएगा।**
- c. संविदाकार को आरटीजीएस/एनईएफटी/ईसीएस मोड के माध्यम से लाभार्थी (श्रमिक के) खाते में सीधे भुगतान के माध्यम से हर महीने की 7 तारीख तक अपने कर्मियों को मजदूरी का भुगतान करना चाहिए और कर्मचारी का नाम, खाता संख्या, बैंक का नाम, आईएफएससी जैसे विवरण दिखाते हुए एक विवरण देना चाहिए। भुगतान के लिए उनके बिलों के साथ राशि, यूटीआर संख्या आदि प्रस्तुत की जानी चाहिए। ठेकेदार को यह सुनिश्चित करना चाहिए कि वेतन के देरी से भुगतान पर कर्मियों की ओर से किसी प्रकार की शिकायत की कोई गुंजाइश न हो।
- d. संविदाकार द्वारा कार्य में लगाए गए कर्मचारी केवल संविदाकार के पे रोल में होंगे और वीईसीसी इसका किसी भी तरह से जिम्मेदार नहीं होगा।
- e. इस कार्य के लिए संविदाकार द्वारा कार्य में लगाए जाने वाले सभी मजदूरों का ब्लड आरई, यूरिन आरई और चेस्ट एक्स-रे की मेडिकल जांच होनी चाहिए। परीक्षण रिपोर्ट कार्यादेश प्राप्त होने के बाद कार्य में लगाने से पहले प्रभारी अभियंता को प्रस्तुत की जानी है। इन रिपोर्टों की जांच और सत्यापन चिकित्सा अनुभाग के वीईसीसी चिकित्सा अधिकारी द्वारा किया जाना है। इसके बाद वीईसीसी चिकित्सा अधिकारी द्वारा फिटनेस प्रमाण पत्र जारी किया जाएगा। चिकित्सा परीक्षण का खर्च संविदाकार द्वारा वहन की जानी चाहिए और कोटेशन प्रस्तुत करते समय विचार किया जाना चाहिए।

- f. संविदा के अंतर्गत कार्यरत कार्मिक प्राथमिक उपचार के अलावा विभाग से किसी भी चिकित्सा सुविधा के लिए पात्र नहीं होंगे जो केवल कार्य दिवसों के दौरान 0900 बजे से 1730 बजे तक के बीच प्रदान की जाती है।

5. बिलों का भुगतान:

- भुगतान एवं लेखा अधिकारी, वीईसीसी, उस अवधि के दौरान कार्य के संतोषजनक समापन पर द्विमासिक आधार पर भुगतान किया जाएगा।
- वेंडर को कर-चालान, मजदूरी पत्रक, मजदूरी के भुगतान के लिए बैंक विवरण, उपस्थिति पत्रक, ईएसआईसी चालान और अंशदान का सार, ईपीएफ चालान सह रिटर्न प्रति, प्रभारी अभियंता को हर दो महीने के बाद जमा करना होगा। वेंडर को भुगतान की प्रक्रिया के लिए ईआईसी द्वारा तैयार माप पुस्तिका (एमबी) और आरए बिल पर भी हस्ताक्षर करने है।
- भुगतान केवल आर.टी.जी.एस / एन.ई.एफ.टी मोड के माध्यम से किया जाएगा।
- भुगतान आयकर अधिनियम, 1961 के तहत लागू टीडीएस के अधीन है। वित्त मंत्रालय के अनुदेशों के अनुसार, किए गए कार्य के सकल मूल्य के 2% की दर से आयकर की वसूली इस कार्य के संबंध में सभी बिलों से की जाएगी और इस प्रकार वसूल की गई राशि आयकर अधिकारियों को जमा की जाएगी और एक इस प्रकार जमा की गई राशि का प्रमाण पत्र **भुगतान एवं लेखा अधिकारी, वीईसीसी, कोलकाता** द्वारा जारी किया जाएगा।
- टीडीएस @ 2% या जीएसटी अधिनियम 2017 के अधीन लागू U/S 51 के रूप में, को भी बिलों से वसूल किया जाएगा और उसके टीडीएस को भुगतान एवं लेखा अधिकारी, वीईसीसी, कोलकाता द्वारा जीएसटी पोर्टल पर अपलोड किया जाएगा। सरकार के निदेशों के अनुसार कोई अन्य कर, समय-समय पर, भुगतान किए गए प्रत्येक बिल से काट लिया जाएगा।

6. संविदा अवधि की वैधता

- संविदा के आरंभ की तारीख से (12) महीनों की अवधि तक संविदा लागू रहेगा ।
- निदेशक वीईसीसी को यह अधिकार सुरक्षित है कि वेंडर को प्रदान किए गए संविदा को आंशिक रूप से बंद कर दे अथवा कोई भी कारण बताए बिना किसी भी समय पूरी संविदा को समाप्त कर दे।
- संतोषजनक कार्यनिष्पादन और निबंधनों तथा शर्तों पर आपसी सहमति से संविदा को आगे (12) महीनों की अवधि के लिए बढ़ाई जा सकती है।
- संविदा में अनुबंध अवधि के दौरान या अनुबंध के एक्सटेंशन के मामले में एसकेलेशन खंड संबंधी प्रावधान नहीं लागू रहेगा ।

7. अनुपालन किए जाने वाले अधिनियम:

- यह संविदा सभी केंद्रीय, राज्य और नगरपालिका कानूनों और नियमों का अनुपालन करेगा और संविदा श्रम (विनियमन और उन्मूलन) अधिनियम, 1970 के प्रावधानों और उसके तहत नियमों और अन्य अधिनियमों, जो लागू हों, के अनुपालन के लिए पूरी तरह से जिम्मेदार होगा। मजदूरी भुगतान अधिनियम, 1936, कारखाना अधिनियम 1948, कामगार मुआवजा अधिनियम, 1923 या कोई अन्य लागू कानून और नगरपालिका उप-नियम या अन्य वैधानिक नियम और विनियम, जो भी लागू हों, शामिल हैं। जहां तक ये लागू हैं, किसी भी संवैधानिक अधिनियमों, नियमों और विनियमों के तहत लगाए गए किसी भी दायित्व, वित्तीय या अन्यथा, एकमात्र जिम्मेदारी या संविदाकार की होगी।

8. सुरक्षा एवं संरक्षा विनियम :

- कार्य की पूरी अवधि के दौरान वीईसीसी की संरक्षा नियमन का कड़ाई से पालन होना चाहिए।
- वर्तमान संविदा में लगे प्रत्येक व्यक्ति के पास पुलिस सत्यापन प्रमाणपत्र/वैध पहचान पत्र/आवासीय प्रमाण होने चाहिए और उपर्युक्त के समर्थन में उन्हें दस्तावेजों की साक्ष्यांकित प्रतियां प्रस्तुत करनी चाहिए। हलांकि सुरक्षा कारणों के कारण वीईसीसी का सुरक्षा अनुभाग आवश्यकतानुसार विशिष्ट पहचान पत्र/आवासीय प्रमाण/स्थानीय पुलिस द्वारा प्रशासन हेतु पूछ सकते हैं।

- c. विभागीय सुरक्षा नियमन के अनुसार परामर्शदाता के साथ जड़े सभी कार्मिक और उनके बैग और बैगेज की उनकी प्रविष्टि और निकासी के दौरान सुरक्षा स्टाफ द्वारा जांच की जाएगी। कार्मिकों के पास वैयक्तिक पहचान पत्र अथवा पास होने चाहिए।

9. कार्मिकों को हटाया जाना अथवा उन्हें बदल देना

- a. प्रभारी अभियंता की सहमति के अलावा संविदा की अवधि के दौरान कार्मिकों का बदलाव नहीं किया जाएगा, यदि वेंडर के नियंत्रण के बाहर किसी कारण से कार्मिक को बदलना आवश्यक हो जाता है तो वेंडर को, समान शैक्षिक योग्यता और अनुभव वाले व्यक्ति को ही उपलब्ध कराना होगा जो प्रभारी अभियंता को स्वीकार्य हो।
- b. बी. प्रभारी अभियंता को उस व्यक्ति या व्यक्तियों को हटाने हेतु परामर्शदाता की आवश्यकता हो सकती है जो अयोग्य है अथवा दुराचार करता हो अथवा जिस पर आपराधिक कार्य हेतु करने का आरोप लगा हो अथवा अपने कार्यों को ठीक तरह से करने में लापरवाह हो। ऐसे व्यक्ति को वर्तमान संविदा के कार्यक्षेत्र में कार्य निष्पादन करने हेतु पुनः नहीं लिया जाएगा।

10. दस्तावेजों का रखरखाव :-

- a. संविदाकार को उन्हें दिए गए कार्य आदेशों के संबंध में निम्नलिखित रजिस्ट्रारों का रखरखाव करना चाहिए ताकि आवश्यकता पड़ने पर उन्हें श्रम प्रवर्तन अधिकारी को जांच हेतु प्रस्तुत की जा सके।
- ए) उपस्थिति रजिस्टर, (बी) वेतन रजिस्टर, (सी) कटौती रजिस्टर, (डी) ओवरटाइम रजिस्टर, (ई) फाइन रजिस्टर, (एफ) अग्रिम रजिस्टर, (जी) वेतन पर्ची, (एच) काम करने वाले व्यक्तियों का रजिस्टर।

11. इस निविदा से जुड़े संपर्क विवरण :-

ए. इस विभाग के अलग-अलग अधिकारी तथा सीपीपीपी अलग-अलग प्रकार के मुद्दे/समस्याओं को हल करने में आपकी मदद करेंगे।

निम्नलिखित तालिका में दिए गए केवल संबंधित अधिकारी को मुद्दा/समस्या के अनुसार ही संपर्क करें।

1	निविदा संबंधी तकनीकी स्पष्टीकरण हेतु	कृपया भाग-क का संदर्भ लें, 'निविदा विवरण स्पष्टीकरण' आरंभ करने की तारीख को देखें
2	सी.पी.पी.पी. पोर्टल पर, निविदा अपलोड करने में समस्या होने पर, किसी प्रकार की सहायता हेतु	वेबसाइट का प्रयोग करें http://eprocure.gov.in/eprocure/app उपर के दाहिने कोने पर 'कांटैक्ट' को क्लिक करें ताकि 24 X 7 कॉल और मेल की सहायता मिले।
3	सतर्कता / विजिलेंस संबंधी मामलों के लिए	सतर्कता / विजिलेंस अधिकारी को संपर्क करें श्री श्रीराम एस सतर्कता अधिकारी/ सीएओ (पी) सेंट्रल कॉम्प्लेक्स, भाभा परमाणु अनुसंधान केंद्र ट्रॉम्बे, मुंबई 400085 टेल सं- +91 22 25505265 ईमेल- caop@barc.gov.in

Note:

In addition to this tender document and other documents uploaded in the CPP portal in connection to this tender, the intending bidder must read the terms and conditions as per "SECTION-1 : NOTICE INVITING TENDERS" OF "CONDITIONS AND CLAUSES OF CONTRACT – 2008" carefully. He/She should only submit his/her bid if he/she consider himself/herself eligible and he/she is in possession of all the documents required.

नोट:

इच्छुक बोलीकर्ता इस निविदा के संबंध में सीपीपी पोर्टल में अपलोड किए गए इस निविदा दस्तावेज और अन्य दस्तावेजों के अलावा, “संविदा की शर्त एवं क्लॉज-2008” की निबंधन एवं शर्तों को ध्यानपूर्वक पढ़ो। यदि वे खुद को पात्र मानते हैं एवं उनके पास अपेक्षित सभी दस्तावेज हैं तभी अपनी बोली प्रस्तुत करें।

Conditions of Contract
for
Round the clock security surveillance at RMRC-BARC, DAE Campus.
New Town, Kolkata-700160

Note: All Terms and condition illustrated in this document is referred from the existing document of “Condition of contract for security services at VECC Campus Kolkata 700064”, In case of any difference, condition of contract for security services followed by VECC Kolkata will be the reference document

Government of India/ भारत सरकार
Department of Atomic Energy/ परमाणु ऊर्जा विभाग
Bhabha Atomic Research Centre/ भाभा परमाणु अनुसंधान केंद्र
Trombay, Mumbai 400085 / ट्रॉम्बे, मुंबई 400085

Tender document for providing Security Guards and Security Supervisors for supervision of works of security guards as specified in schedule of work, under overall control and supervision of Dy. Chief Security Officer, Variable Energy Cyclotron Centre, Department of Atomic Energy, 1/AF, Bidhan Nagar, Kolkata – 700 064 and conforming to following parts of the tender document.

PART I	:	Tendering and Contract conditions
PART II	:	Work Schedule
PART III	:	General Conditions of Contract
PART IV	:	Schedule of Quantity / Price Bid,

PART – I

TENDERING & CONTRACT CONDITIONS

1.0 GENERAL :

1.1 This tender is for providing Security guards and Security Supervisors for supervision of works of security guards as specified in schedule of work, under overall control and supervision by Dy. Chief Security Officer, Variable Energy Cyclotron Centre, Department of Atomic Energy, 1/AF, Bidhan Nagar, Kolkata – 700 064 and conforming to following parts of the tender document.

PART I	:	Tendering and Contract conditions
PART II	:	Work Schedule & Form of Particulars
PART III	:	General Conditions of Contract
PART IV	:	Price Schedule,

Strict security vigil shall be maintained round the clock in areas earmarked by the Dy. Chief Security Officer (DCSO), VECC/BARC as contained in this tender document.

1.3 The tenderer is deemed to have examined all parts of this tender document and fully aware of nature of work and conditions stated herein. The tenderer may inspect site and areas to be brought under security coverage, before submission of tender.

1.4 Proof of Ability – The tenderer shall submit a list of works, executed by him/them of similar nature of this tender as a proof of ability.

1.5 Award of Contract – The work will be awarded to a successful bidder for a period of 12 months.

2.0 LOCATION:

2.1 Address;

Radiation Medicine Research Centre
BARC, Kolkata(DAE Campus)
Near St. Xavier's University, Action Area III B
New Town, Kolkata - 700 160

Contractor shall be liable to deploy Security Personnel and manage the security in all aspect

In this regard clause 1.3 of Part-I may be referred to. Henceforth, the locations will be referred to as 'Site' only.

2.2 The work is being executed for and on behalf of the President of India through his representative hereinafter referred to as 'Contractee'.

3.0 CONTROL & INSPECTION:

- 3.1 The entire work shall be performed under overall supervision and guidance of the Dy. Chief Security Officer, VECC/BARC.
- 3.2 The supervisors shall report to the Assistant Security Officer, on duty, VECC/BARC or In charge of the centre daily and obtain direction / instruction as and when called for.
- 3.3 VECC/BARC will test / interview your personnel, before engagement.

4.0 FORM OF TENDER:

- 4.1 The tenderer shall submit detailed information as sought in Part-I, Part-II, part-III and Part – IV separately and as indicated in clause no. 6.1.
- 4.2 Prices for different services as specified in the tender document shall be submitted in PART IV – Price Schedule and summary table are part of tender.
- 4.3 The tender document shall be returned with all pages intact and in good condition, along with the quotation.
- 4.4 The tenderer may visit site to acquaint of exact requirement of the contractee and may contact the Dy. Chief Security Officer, VECC/ Officer In-charge RMRC, BARC in the Campus.

5.0 PERIOD OF CONTRACT:

- 5.1 The work shall be continued for 12 (twelve) calendar months from the date as specified in the work order.
- 5.2 The work may be terminated by one month notice from either side. However, if services are not found satisfactory, the contractee may terminate the contract forthwith. In that case security deposit shall be liable to be forfeited.

6.0 INFORMATION TO BE SUBMITTED BY TENDERER:

An excel sheet has been provided to submit the information from Vendor, following information may also be provided separately if not covered in excel sheet

- 6.1 Tenderer shall submit with their offer, in 3 (three) copies, each of the following:

- (a) Technical Bid comprising of Part – I, Part – II and Part – III of tender document.

- (b) Commercial Bid consisting of Price Schedule and summary table in Part-IV.

The Technical Bid should be accompanied with Proforma for Bid declaration as per e-tender notice.

The bids (Technical and Commercial) shall be separately sealed in two separate envelopes and both should be put in a big envelop, duly sealed, with tender notice no., date, due date etc. marked on each packet. All documents shall be signed by competent authority of tenderer with his full designation and address for future communication.

- 6.2 Price bid (Part-IV and summary table,) shall be opened after verification and evaluation of Part-I. Date of opening will be intimated to all successful short-listed tenderers.
- 6.3. Tenderer shall submit copies of Income Tax Certificate, Trade License, Professional Tax Challan Copy, Labour Licence, Provident Fund Certificate, ESI Certificate, Insurance from accident etc. along with form of particulars.
- 6.4. Price schedule shall be submitted in the prescribed price schedule supplied by the 'Contractee' along with tender papers.
- 6.5. The contractee reserves the right to reject any quotation/all quotations without assigning any reason.

7.0 Eligibility of the tendered

An excel sheet has been provided to submit the information from Vendor, following information may also be provided separately if not covered in excel sheet

1. The tenderer must be registered with Govt. of West Bengal or other State Government to engage in the business of Private Security Agency. Licence, to engage in the business of Private Security Agency, in Form VI issued by Govt. of West Bengal/other State Govt. shall be provided along with the offer.
2. The tenderer should have deployed security guards in various organizations like CSIR /Govt. R & D Centre/ Govt. / Semi Govt. / Public Sectors. Necessary documents shall be provided.
3. The tenderer should be in similar line of business for the last seven years with experience and expertise in providing security services in CSIR / Govt. R & D Centres/ Govt. / Semi Govt. / Public Sectors
4. The tenderer must be registered with PASAR. Necessary documentary proof to be attached with the offer
5. The tenderer should have effective infrastructure for round the clock access of office for communication with necessary manning.
6. The tenderer must be registered with the Employees' State Insurance Corporation.
7. Tenderer must be registered with Employees' Provident Fund Organisation under EPF and Miscellaneous Provision Act 1952 (latest).

8. The tenderer should have registration with appropriate authority for GST.
9. The tenderer must produce a declaration indicating compliance of Minimum Wages as per prevailing minimum wage, Directorate of Resettlement, Ministry of Defence, Govt. of India Act, 1948 and Central Rules (latest).
10. The Company should have gratuity fund/Trust registered with appropriate authority. Necessary documents to be provided.

The tenderer (s) not fulfilling any of the above criteria shall be summarily rejected.

PART – II

WORK SCHEDULE AND FORM OF PARTICULARS

1.0 WORK SCHEDULE

- 1.1 All Security guards shall be on round-the-clock shift duty (24x7). Shift timing shall be from 06:00 hours to 14:00 hours, from 14:00 hours to 22:00 hours and from 22:00 hours to 06:00 hours. The timings may change as decided by Dy. Chief Security Officer, VECC/ Officer in-charge RMRC as per requirement.
- 1.2 No Security Guard shall leave his duty place on completion of his shift unless properly and physically relieved from duty by another security guard.
- 1.2 Persons on duty shall be properly attired. Standard uniform with blue beret cap, belt and shoes in smart turn out shall be the duty dress. The dress along with all implements required for duties such as gum boot, torch light with cells, lathi etc. shall be provided by the tenderer. Monsoon and winter gears also shall be provided by the tenderer.
- 1.3 The guards on duty at the gates will ensure that only the authorized persons enter the Campus after proper verification.
- 1.4 Security personnel shall take part in fire fighting drill and other ceremonial Parades like 26th January/15th August, if any, so that they can turn up to meet emergencies like fire fighting etc. Unless & until Dy. Chief Security Officer, VECC/BARC permit no security personnel will be exempted from ceremonial Parades.
- 1.5 Entire crew on security duty shall work under overall supervision of the Dy. Chief Security Officer, VECC/BARC and Security Supervisors shall report to the Dy. Chief Security Officer, VECC/BARC daily for submitting all well report or otherwise.
- 1.6 The agency shall ensure that the Security Guards/Supervisor deployed at RMRC are solely deployed only at RMRC and shall not be shared across different organization.
- 1.7 Redeployment of Guards from one site to another site shall be the prerogative of VECC & it will be decided by Dy. Chief Security Officer, VECC/BARC.

2.0 GENERAL REQUIREMENTS:

- 2.1 Following duties and responsibilities shall be carried out during all hours of day and night on all days of the week i.e. 24x7.
- 2.2 Checking of incoming and outgoing materials, vehicles and personnel as directed by the Dy. Chief Security Officer, VECC.

- 2.3 Maintain a log book, make necessary entries and get them endorsed daily by the Dy. Chief Security Officer, VECC except on closed holidays.
- 2.4 Maintain a vehicle register wherein record of movements of incoming and outgoing vehicles will be noted.
- 2.5 Security guards deputed at night shift (from 22:00 hrs to 06:00 hrs) should check common space, staircase, stilt area and go for periodic rounds inside and outside the RMRC Building for better vigilance.
- 2.6 Security personnel on duty should switch on and off all common area / staircase lights / security lights.
- 2.7. Issue keys to employees at duty place.
- 2.8 Work in X-Ray baggage Scanner for baggage checking.
- 2.9 Security guard on duty at RMRC Campus should check functioning of lift and record status of lift in daily log book. In case of any problem, they should contact service provider/authorized person for the lift for attending fault immediately.
- 2.10 The main entrance of RMRC office premises, new town, Kolkata – 700 160 sites shall be guarded by two guards at any given time.
- 2.11 Supervisor of tenderer along with VECC/RMRC security personnel shall carryout the night checking jointly.
- 2.12 Such surprise checking will be organized by DCSO or ASO of VECC/BARC at any point of time, including holidays.
- 2.13 During surprise checks by any authorized officer of VECC/BARC if a particular guard is found negligent / sleeping / drunk on duty the contractor have to withdraw the guard from the campus forthwith, which may even, entail cancellation / termination of contract for the rest of the period.
- 2.14 The contractor shall replace any security guard or supervisor if so advised and deemed necessary by the DCSO, VECC/BARC.
- 2.15 The Security Guard/Supervisor deployed by the agency shall ensure that the centre properties are protected from theft/pilferage/damage.
- 2.16 In case of breach of any terms & conditions of contract, the Performance Security Deposit of the agency will be liable to be forfeited besides annulment of the contract.

3.0 FORM OF PARTICULARS – the following to be filled in by tenderer –

Sl. No	Item Description	To be filled by Tenderer
3.1	Name of the Firm with full Postal Address:	
3.2	Telephone No., Fax No. and Telegraphic Address:	
3.3	Constitution of the Firm (whether Ltd. Co. Pvt. Ltd and year of constitution.	
3.4	Name of the Director of the Firm with residential address	
3.5	Name of the Manager or Managing Director with residential address	
3.6	Standing in Business (date of establishment)	
3.7	Name of your important customers where you are deploying Security Guards (attach copies of work orders)	
3.8	Details of your experience (for past 3 years) in similar nature of job (attach copies of documents in support)	
3.9	Whether your firm possesses valid Labour licences under contract Labour Act. (attach copies)	
3.10	Whether your Firm is registered under Municipal Act. and/or West Bengal Govt. Shop & Estt. Act. (Attach copy of registration)	
3.11	Whether you have a valid Trade Licence (attach copy)	
3.12	Company should have Gratuity fund/Trust registered with appropriate Authority	
3.12	Whether you deposit Provident Fund contributions for your employees (attach copies of P.F. Registration Certificate along with latest deposit challans)	
3.13	Whether you pay E.S.I. for your employees (attach copies of ESI Registration Certificate along with deposit challan)	
3.14	Whether your employees are covered under proper insurance of Industrial Accident. If so, attach relevant documents.	
3.15	Goods and Service Tax Regn. No.	
3.16	Attach copy of your latest Professional Tax Clearance Certificate	
3.17	Name of your Banker with address	
3.18	PASAR registration document may be provided.	

I/We hereby certify that my/our Firm has not been disqualified by any office/state or Central Govt. Deptt./Undertaking of the Govt. of India/Govt. of West Bengal at any time for supplying stores/articles/services of any description.

Date:

Place:

(Signature of the Manager / Managing Director/Partner/Proprietor
with rubber stamp of the name of Firm)

4.0 DOCUMENTS TO BE SUBMITTED

- 4.1 The tenderer should be in similar line of business for the last seven years with experience and expertise in providing security services in CSIR / Govt. R & D Centres/ Govt. / Semi Govt. / Public Sectors
- 4.2 The tenderer should have deployed security guards in various organizations like CSIR /Govt. R & D Centre/ Govt. / Semi Govt. / Public Sectors.
- 4.3 Effective infrastructure for round the clock access of office for communication with necessary manning.
- 4.4 Licence in Form VI issued by Govt. of West Bengal to engage in the business of Private Security Agency.
- 4.5 Certificate of registration with Registrar of Companies or Registrar of Firms or Letter of Proprietorship, as the case may be.
- 4.6 Latest Income Tax Clearance Certificate and PAN.
- 4.7 Latest audited balance sheet or financial statement indicating Profit & loss statement at least last 3 years.
- 4.8 Registration under Shops and Establishment Act.
- 4.9 Latest Certificate from Employees' State Insurance Corporation.
- 4.10 Half yearly return (Form 5 & 6) duly stamped by ESI office.
- 4.11 Certificate from Employees' Provident Fund Organisation under EPF and Miscellaneous Provision Act 1952 (latest).
- 4.12 Copy of quarterly PF statement (Form 3A) and annual PF statement (Form 6A).
- 4.13 Registration with appropriate authority for GST.
- 4.14 Copy of half yearly return of GST.
- 4.15 Document indicating compliance of Minimum Wages as per prevailing minimum wage Directorate of Resettlement, Ministry of Defence, Govt. of India Act, 1948 and Central Rules (latest).
- 4.16 Copy of the quarterly return of Professional Tax.
- 4.17 Copy of Labour Welfare Registration certificate along with yearly return statement.
- 4.18 Bank Solvency Certificate
- 4.19 Company should have gratuity fund/Trust registered with appropriate authority.
- 4.20 The tenderer (s) not fulfilling any of the above criteria shall be summarily rejected.

Note- Documents to be uploaded on CPPP portal should be indexed properly and documents should be leveled with page number in line with index (content list).

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PART – III

GENERAL CONDITIONS OF CONTRACT

1.0 ELIGIBILITY OF SECURITY PERSONNEL

- 1.1 Security Supervisor and Guards to be deployed by the Private Security Agency (PSA) should have the following minimum qualification:
- a) **Shall be an Ex-servicemen / Ex-paramilitary Forces of good physique only and for Supervisor should be Ex-JCO.**
 - b) Height should be 168 Cms. or above.
 - c) Should be in the age group within 45 years.
 - d) Should be fit to run for 100 mtr. at a stretch.
 - e) Should not be physically or mentally challenged.
 - f) Should be medically fit and will not be suffering from any contagious / major diseases.
 - g) Should be active and assertive on duty.
 - h) Character and Antecedents verification report through police authorities should be without any adverse remark. The original copy of police verification certificate to be submitted before deployment of security Guards.
 - i) Training will include conduct in public, correct wearing of uniform, physical fitness, tenets in physical security, security of building, apartments, security of personnel crowd, fire fighting, crowd control, examination of identity cards etc.
 - j) Medical category SHAPE-I is the essential eligible condition.
 - k) Educational qualification 10th/SSC will be preferred.
 - l) Before joining the Medical fitness, certificate is essential from Government Medical Hospital.
- 1.2 Lady Security Guards need to be preferably from Defence Services/paramilitary forces or, Central Police organization/State Police. However, they should be fulfilling the other qualification criterion as mentioned in 1.1 and Height read as 152 Cms. age as within 40 years and No physical deformities in Nature. However NCC 'C' certificate holders will get preference.
- 1.3 The PSA shall ensure that the guard will wear prescribed uniform of the PSA with proper photo identity card, name tag, weapon (if any), whistle etc.
- 1.4 The guard shall not take any alcohol or intoxicants, smoke during duty hours and should not possess mobile phone during duty hours.
- 1.5 The guard should not accept any eatables, tea, coffee, tobacco or, any other gift items like diary, pen etc. from the strangers.

2.0 SERVICES TO BE PROVIDED BY PSA

- 2.1 The PSA shall deploy only such persons who carry “SHAPE-1” Category medical certificate and not engage Ex-servicemen or Para-military force personnel.
- 2.2 The Contractor (PSA) shall maintain a register for marking the attendance by his worker deployed by him, which shall be seen and verified by Dy. chief Security Officer of VECC/BARC.
- 2.3 In case of any theft or loss, the matter will be reported to the office. If after a departmental enquiry, it is found that the loss has occurred due to negligence of the PSA’s guard / guards on duty, the Competent authority of VECC will have full power to recover the loss in full or in part from the payment of the PSA. The decision of the Competent authority of VECC, in this regard shall be final and binding on the PSA.
- 2.4 The Supervisors of the PSA are required to be provided with Mobile Phone by their employer. The list of mobile nos. of the respective supervisors should be submitted to VECC.
- 2.5 Any change of Guard / Supervisor or their mobile nos. should be immediately intimated to DCSO, VECC in writing & along with all required documents as mentioned above.
- 2.6 The controlling authority of the PSA shall be fully conversant with the latest techniques of security requirement of sensitive and vital installations against sabotage/ terrorism.
- 2.7 The offer will be kept valid for acceptance for a period of 90 days from the date of opening of Tenders.
- 2.8 Any compensation for disengagement on account of death, disability of any Security Guard / Supervisor provided for deployment in our campus or site, even if such disability manifests after termination of the contract, shall be the exclusive liability of the PSA.
- 2.9 Guards should not be deployed on double duty consecutively except under extreme emergency situations. In case such deployment is a regular practice of the PSA, the payment of such guards shall not be paid by VECC.
- 2.10 Before submission of tender, the tenderer should inspect the site to get himself fully acquainted of the requirement of VECC about the conditions in regard to no. of persons to be deployed, accessibility of site, nature and extent of ground, working condition etc. required for the satisfactory execution of the

contract. No additional claim whatsoever shall be entertained by VECC under any circumstances.

- 2.11 The PSA shall not sublet the contract or any part thereof to any other agency.
- 2.12 The PSA shall ensure the rotation of the guards and supervisors at the particular post at least once in three (3) months, with a prior permission and intimation to the DCSO, VECC/BARC.
- 2.13 The security personnel shall be employed by the tenderer and they shall not be on rolls of VECC/BARC. They shall not be treated as employees of VECC/BARC in any manner. Tenderer shall be fully responsible for compliance of all statutory rules and regulations relating to employment, minimum wages, medical, Insurance and other service conditions related to security personnel involved in this contract and deployed at RMRC.
- 2.14 In the event of “BANDH” or any other natural calamities PSA will ensure the availability / relieve of Guards & Supervisors.
- 2.15 Two pairs of good quality uniform, one pair of shoe for summer, one jersey woolen for winter and one pair Gum Boot and Rain Coat for rainy season will be provided by Agency to each Security Guard and Supervisor and shall be in presentable form with details as under:

A. Summer Dress

S. No.	Item	Quantity
1.	Shirt	2 nos.
2.	Trousers	2 nos.
3.	Shoe	1 pair
4.	Socks	2 pairs
5.	Blue Beret cap (for Guard and Supervisor)	1 for each
6.	Leather Belt	1 for each
7.	Lanyard	1 for each
8.	Whistle	1 for each
9.	Shoulder Badge / Monogram	1 pair for each
10.	Stars (for Security Supervisor)	2 pairs for each Supervisor

Note: It will be PSA responsibility to provide/manage manpower against absentee/ leave/shortage.

B. Winter Dress

1. Woolen Jersey -1 for each

C. Rainy season

S. No.	Item	Quantity
1.	Gum Boot	1 pair for each
2.	Rain Coat	1 for each

- 2.16 In addition of items mentioned in 2.15 above, sufficient number of cane sticks and torches with battery cell to be provided by the agency.
- 2.17 A FIRST AID BOX shall be provided by the agency at each location.
- 2.18 The PSA shall ensure that each guard and supervisor get an 'Off-Day' in every week.
- 2.19 VECC shall not provide accommodation for security personnel within RMRC premises for residential purposes.
- 2.20 No traveling expenses/transport shall be provided for your men/women for their day to day attendance by RMRC.
- 2.21 No benefits such as medical / canteen etc. shall be provided by RMRC at free of cost. However in case of emergency during working hour emergency medical aid or treatment shall be provided by RMRC.
- 2.22 In case of any occurrence reportable to police, your personnel on duty shall assist the RMRC/VECC Security in lodging an FIR to police and in investigations thereafter.
- 2.23 The PSA shall make good of any loss of property or articles etc. and/or compensate for any injury caused by your personnel inside the premises while on duty.
- 2.24 The PSA shall submit to VECC/RMRC the name, address and antecedents of all the Guards / Supervisors to be deployed at our sites as per the following proforma

	Latest Passport size Photograph of the Candidate. (2 copies)
Name of the Candidate (In capital letters)	
Father's Name	
Permanent Address (Indicating Police Station)	
Present Address with Contact no. if any Nationality:	
Signature of the Candidate	
Finger prints of both the hands	
Identity Proof & Address Proof are also to be enclosed	
Discharge book details any copy	

- 2.25 It will be binding on Security Personnel to attend the security briefing/meeting as & when called by Dy. Chief Security Officer, VECC/BARC.
- 2.26 All security guards will have to participate in monthly parade, 26th Jan & 15th Aug ceremonial parades and also as and when called for.
- 2.27 Any Security Guards or Security Supervisors should be immediately replace on receipt of any communication in this regard from Dy. Chief Security Officer, VECC/BARC.
- 2.28 The PSA shall submit the valid Police Verification Certificate & discharge book / PPO of these personnel before their joining.

Seal

Signature of the Tenderer with Official

3.0 PAYMENT TERMS :

- 3.1 The PSA shall ensure that the minimum wages are paid to the Security Supervisors and Security Guards as per latest Government Notification issued by the office of the Chief Labour Commissioner, Ministry of Labour & Employment, New Delhi. A register shall be maintained by them on which signatures of the concerned Security Supervisors / Guards, Officer paying the salary on behalf of the vendor, representative of the Bank shall be obtained or the wages and other arrangements shall be paid by bank transfer to their respective accounts of the security personnel.
The PSA shall submit documentary evidence of their submission of contribution to ESI, EPF authorities.
- 3.2 There will be no enhancement in rates/ charges during the tenure of the agreement.
No other charges on any account shall be payable to the PSA (2nd Party), except the agreed amount in the agreement.
- 3.3 When the Security Guards supplied by the Contractor fall short of the specified number. VECC/BARC reserves the right to debit proportionately per absentee man day from monthly payments due to the Contractor besides imposing penalty at the discretion of the DCSO, VECC/BARC.
- 3.4 VECC shall pay all inclusive service charges for security personnel so deployed at 'site' exclusively on hire basis, as per contract, It shall be further subject to condition that there would be proportion at reduction in service charges on basis of 'No work, No charges'.
- 3.5 Payment will be made by the PAO, VECC, Kolkata on completion of Bi-monthly against submission of bills in triplicate, MB, copy of monthly attendance and payment sheet of the employees. The contractor shall submit the bill for every two months by the 1st day of next two months - duly certified by the Dy. Chief Security Officer, VECC/BARC. No interim bills will be entertained. Payment will be made through ECS payment provided there is no dispute in respect of rates, quantity and quality of work and on the basis of endorsement made by the Engineer in Charge. The payment is subject to TDS applicable the Income Tax Act, 1961.
- 3.6 Security personnel so deployed at RMRC Site only. However, VECC/BARC reserves the right to change from one site to another site /interchange security personnel including supervisor at any time with respect to security scenario.
- 3.7 No extra charges on whatsoever ground are to be borne by VECC/BARC. Your rate shall be fixed and shall not be subject to any escalation due to any reason whatsoever.
- 3.8 Any claim or demand for compensation in the event of death or injury of security personnel while on duty at RMRC Campus , Kolkata – 700160 shall

be borne totally by the tenderer and the contractee shall in no way be called upon to share any responsibility. The tenderer shall arrange proper insurance against any injury or loss of life or security personnel directly or indirectly originated from their assignment with VECC/BARC.

- 3.9 All administrative responsibilities relating to security assignment and personnel in this contract shall be borne by the tenderer and the tenderer shall abide by all rules, regulations and obligations in this regard.
- 3.10 Security deposit and Income Tax will be deducted from the bill. Security deposit will be refunded after such a period as will be mentioned in the work order. Income Tax deduction and TDS certificate will be issued at the close of the financial year by PAO, VECC, Kolkata.
- 3.11 No escalation will be paid for this work. **However, Minimum wages and VDA increased by Ministry of Labour will be reimbursed extra during the contractual period as per the applicable rate as and when revised. ESI, EPF & GST on the additional amount will also be considered for reimbursement on submission of documentary evidences.** Besides Minimum wages and VDA, EPF and ESI per head at the current rate should be paid by the contractor every month as per the existing rules and copies of paid challans should be submitted every month to this office. **No work no pay will be applicable for the period of absence and deduction will be made. Basic wages, VDA, ESI and EPF will be deducted as per the skill grade of the worker for the period of absence. No profit on increased amount of VDA will be considered for making payment by the department.**
- 3.12 Contractor should pay wages to their personnel by 7th of every month by means of direct payment to the beneficiary (worker's) account through RTGS/NEFT/ECS mode and a statement thereof showing the details like Worker's name, Account No., Bank name, IFSC number, Amount, UTR number etc. should be submitted along with their bills for payment. The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment of wages. The employees engaged by the agency will be in the pay roll of the Agency only and VECC/BARC will not be held responsible in any way.
- 3.13 From time to time Goods and Service Tax as applicable (present rate 2%) as notified by the Govt. shall be deducted at source from the bills of the contractor and TDS thereof will be uploaded in GST portal by PAO, VECC, Kolkata. Any other taxes as per Government directives shall be deducted from each bill paid to the contractor, time to time.
- 3.14. A "vigilance friendly" environment should be created in the organization through positive, transparent, fair and timely action. Contractor should contact the Vigilance Officer VECC/RMRC BARC whenever required.

4.0. DOCUMENTS TO BE SUBMITTED FOR PAYMENT
(Whatever Applicable) :

- 4.1 ESI Half-yearly return (FORM 5 & 6) , stamped by ESI office.
- 4.2 Monthly copy of the ESI challan towards depositing contribution.
- 4.3 PF statement showing Employer's & Employee's contribution.
- 4.4 Challan showing EPF Return deposit by 15th of every month.
- 4.5 ESI contribution deposit by 21st of every month.
- 4.6 Goods and Service Tax Challan to be submitted along with bill.
- 4.7 Copy of ½ yearly Return for Goods and Service Tax.
- 4.8 Copy of the yearly (financial year) statement towards payment of gratuity for the employee mentioning the employee's Name & policy number.
- 4.9 Copy of the quarterly return statement of Professional Tax
- 4.10 Copy of the yearly (financial year) return statement for Labour Welfare Fund along with registration certificate.

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PART-IV

SCHEDULE OF QUANTITY / PRICE BID

Ref. NIT No.- BARC/ RMRC/SEC/NIT/T- 001 / 028				Dated 26 /07/22		
1. Name of the Firm/Tenderer:			2. Address:			
Job Description: Round the clock security surveillance at RMRC-BARC, DAE Campus. New Town, Kolkata-700160						
Sl. No.	Description Of Item	Unit	Unit Rate		Qty.	Amount Rs. P.
			Rs. P. (In Figures)	(In Words)		
	Providing Security Guards/Supervisors for Round the Clock Shift & General shift operation at RMRC Newtown Campus as per direction of the Dy. Chief Security Officer, VECC/BARC, Kolkata.					
1.	Security Guard for 3x8 hrs. shift operation per day at Entrance .	Opn			2496	
2.	Security Guard (Lady) inside RMRC as per direction of the Dy. Chief Security Officer of VECC/BARC. General Shift.	Opn			624	
3.	Security Supervisor as per direction of the Dy. Chief Security Officer of VECC/BARC. General Shift.	Opn			312	

Note : 1. The requirement is for Round-the-clock shift operation of the security services for all days of the week (24x7 operation). The tenderer needs to take into account the continuous operation of the service for one year. Relievers may be considered to ensure continuous operation of the service. The details of the same has to be mentioned in Summary table

2. Mode of payment – Payment will be made as applicable on completion of Bi-monthly works.. The contractor shall submit the bill for every two months by the 1st day of next month - duly certified by the Dy. Chief Security Officer, VECC. Payment will be made through ECS provided there is no dispute in respect of rates, quantity and quality of work and on the basis of endorsement made by the respective Dy.chief security Officer, VECC. The payment is subject to TDS as per Income Tax Act, 1961.

3. Security Guards and Supervisors should report to the Assistant Security Officer, on duty VECC/BARC for further instruction and action.

4. All the Security Guards, Security Supervisors and Arm Guards from Ex-servicemen back ground with sufficient training. Lady Security Guards need to be preferably from Defence Services/Paramilitary Forces or Central Police Organization/State Police/NCC back ground with sufficient training.

5. It is mandatory to fill up all components in summary table as mentioned in point no 8 to arrive at Grand Total, as per Minimum Wages Act. of Central Govt. for Security Personnel and other by laws applicable along with scheduled Acts in PSAR Act- 2005. The reason for filling up 'zero' in any column has to be categorically mentioned.

8. summary table

Sl. No.	Particulars as per central Govt. Minimum Wage Act. from time to time	Unarmed Security Supervisor	Unarmed Security Guard / Unarmed Lady Security Guard	Armed Security Guard
1.	Minimum Wage per head per 26 days in a month and 8 hrs. duty a day i.e. Basic Wages			
2.	HRA @ 5 % on Min. Wage			
3.	Supervisory allowance/extra duty allowance			
4.	Sub Total 1			
5.	Leave @ 6.1% on Sub Total 1			
6.	National Holidays @ 3 days per year			
7.	Gross Wage			
8.	EPF as applicable			
9.	ESI as applicable			
10.	Bonus @ 8.33 % on Min. Wage or on Rs.7,000/- whichever is higher			
11.	Gratuity @ 4.81 % on Min. Wage			
12.	Cost of Uniform			
13.	Washing Allowance			
14.	Sub Total 2			
15.	Deleted-----			
16.	Sub Total 3			
17.	Profit & overhead			
18.	Sub Total 4			
19.	GST @ 18% on Sub Total 4			
20.	Gross Monthly Billing Amount			

Note : GST will be reimbursed on production of documentary evidence.

Contractor's Signature with seal & date



Government of India/ भारत सरकार
Department of Atomic Energy/ परमाणु ऊर्जा विभाग
Bhabha Atomic Research Centre/ भाभा परमाणु अनुसंधान केंद्र
Trombay, Mumbai 400085 / ट्रॉम्बे, मुंबई 400085

SALIENT GOVERNING FEATURES OF THE TENDER/WORK

(Operative Schedules of Individual Tender)

Name of work : Round the clock security surveillance at RMRC-BARC, DAE Campus. New Town, Kolkata-700160

NIT NO.:

BARC/ RMRC/SEC/NIT/T- 001 / 028

Dated 26 /07/22



**Bhabha Atomic Research Centre,
Trombay, Mumbai - 400 085 India**

Tel No. +91-22-25505050 / 69292000 / 25592000

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Government of India/ भारत सरकार
Department of Atomic Energy/ परमाणु ऊर्जा विभाग
Bhabha Atomic Research Centre/ भाभा परमाणु अनुसंधान केंद्र
Trombay, Mumbai 400085 / ट्रॉम्बे, मुंबई 400085

SECTION - 2 : ITEM RATE TENDER & CONTRACT FOR WORKS

i)	Name of work	Round the clock security surveillance at RMRC-BARC, DAE Campus. New Town, Kolkata-700160
ii)	Last date and time of closing of online submission of tenders	17.00 hours on 12 /08 / 2022
iii)	Date & Time of online opening of Technical Bid.	In presence of tenderers who may be present on 16 / 08 /2022

TENDER DOCUMENTS ISSUED TO M/S.
.....

Director, VECC

Date of issue:

TENDER

I / We have read and examined the Notice Inviting Tender, Salient Governing Features of the Tender / Work including Schedules A, B, C, D, E & F, **Specifications Books ***, Drawings and Designs, General Rules & Directions, General Clauses of Contract, Special Clauses of Contract & other documents and rules referred to in the **Conditions and Clauses of Contract – 2008 *** and all other contents in the tender documents for the work.

(* Note: The “Specifications / Conditions and Clauses of Contract books” are available on departmental Web-site www.vecc.gov.in. The required books as indicated under Schedule “F” and under Clause-11 of this Salient Governing Feature of the Tender / Work, may be downloaded from the VECC’s Web-site. If the agency already possesses or has downloaded this / these book(s), they need not purchase the same again:

SN	NAME OF DOCUMENT	
1	Conditions and Clauses of Contract – 2008	

However, these books, as required / specified in this “Salient Governing Feature of the Tender / Work” herein below, shall remain part of the tender documents / Contract / agreement to be executed, and signed by both the parties after acceptance of the Tender.)

I / We, hereby tender for the execution of the work specified for the President of India within the time specified in Schedule “F”, viz., Schedule of Quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule 1 of General Rules and Directions and in Clause - 11 of the General Clauses of Contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

Such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **one hundred twenty (120) days** from the last date of its submission and not to make any modifications in its terms and conditions.

No provision should be deposited as Earnest Money as per stipulations in the NIT / Tender documents in the required format on demand from the Government. Consequent to the award of the subject work, if I / we fail to commence work as specified, I / we agree that President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to cancel the tender without assigning any reason thereof. I / We hereby declare that I / We submit signed copy "Proforma for Bid Security Declaration" attached the tender documents.

I / We hereby declare that I / We shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information / derived there-from to any person other than a person to whom I / We am / are authorised to communicate the same or use the information in any manner prejudicial to the safety of the State.

Signature of Contractor
Postal Address

Dated

Witness

Address

Occupation

A C C E P T A N C E

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs...../- (Rupees.....).

The letters referred to below shall form part of this contract Agreement.

- i)
- ii)
- iii)

Signature
Designation

For & on behalf of the President of India

Dated

* * *

Salient Governing Features of the Tender / Work Proforma of Schedules

SCHEDULE 'A'			
Reference to NIT & Tender Documents			
SN	TITLE	PARTICULARS	REMARKS
1	TENDER NOTICE NO.		
2	Notice Inviting Tender details	i)NIT as uploaded on Web Site, CPP Portal/www.vecc.gov.in ii) NIT as published in Notice Board	
3	Scope and location of the work:	Enclosed (PART-I, Cl. No. 2.0)	
4	List of drawings	NIL	
5	Time Schedule for the work:	Enclosed (PART-IV)	
6	List of changes if any in specifications:		
	a) Specifications :		
7	Schedule of Quantities -	(Enclosed) (PART-IV)	

SCHEDULE 'B'				
Schedule of materials to be issued to the contractor : Not applicable for this work				
S. No	Description of item	Quantity	Rates at which the Materials will be charged to the contractor	Place of issue
1	2	3	4	5
1.	Water		Water will be supplied by the Department free of cost	RMRC Newtown Kolkata 700160
2.	Electricity		Electricity consumed for this work shall be supplied by the Department free of cost.	- Do-

SCHEDULE 'C'			
Land earmarked for temporary infrastructures and Tools & plants to be hired to the contractor :			
S.No	Description	Hire charges	Place of issue
1	2	3	4
1.	Area for storage / site office (SCC-11)	As per Clause SCC-11	Office Campus
2.	Temporary Buildings (SCC-12)		Not Applicable.
3.	Labour hutments (SCC-12)	No labour hutment permitted inside Office Campus	
4.			

SCHEDULE 'D'	
Extra schedule for specific requirements / documents for the work, if any Particularly for Security guidelines, Gate pass, lift, tower crane etc,	Prevailing security regulation shall be strictly adhered to

SCHEDULE 'E'		
Schedule of component of Cement, Steel, other Materials, Labour, POL etc. for price escalation	Not applicable for this work	
CLAUSE 10 CC : Not applicable for this work		
No escalation will be paid for this work. No extra payment over and above the quoted price will be paid. However, any increase in Minimum Wages & VDA by Ministry of Labour during the contract period may be considered for reimbursement on production of documentary evidence pertaining to payment by the bidder. ESI, EPF & GST on the additional amount will also be considered for reimbursement on production of documentary evidence.		

SCHEDULE 'F'

Reference to the Book of "Conditions & Clauses of Contract" to be followed for this work		2008
Name of Work		As per NIT
Estimated cost of work :	₹ 49,85,072.00	As per NIT
i) Earnest money	<i>As applicable</i>	As per NIT
ii) Performance Bank Guarantee	<i>3% of tendered value</i>	As per Tender
iii) Security Deposit	<i>2.5 % of gross value of work done</i>	As per Tender

General Rules & Directions :		
Tender inviting authority		Director, VECC.
Maximum percentage for quantity of Items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3		See Clause-12 below

Clause - 1		
i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance / WO		15 days
ii) Maximum allowable extension beyond the period (provided in - i) above with late fee @ 0.1% per day on PG amount.		15 days

Clause - 2		
Authority for fixing compensation under clause 2		Director, VECC.

Clause - 5			
Number of days from the date of issue of letter of acceptance / WO for reckoning date of start			Immediately
Mile stone(s) as per table given below:			
TABLE OF MILE STONE(S)			
Sl. No.	Description of Milestone (Physical)	Time Allowed in days (from date of start)	Amount to be with-held in case of non achievement of milestone
1.	<u>NIL</u>		
2	<u>NIL</u>		

TIME ALLOWED FOR EXECUTION OF WORK	Twelve (12) Months (as per NIT)
-------------------------------------------	----------------------------------------

Clause – 6 & 6A	Clause 6 for manual billing Clause 6A for computerized billing	As per clause 6 for Manual Billing & MB (Measurement Book)
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Clause – 7 / Eligibility for interim payment	
Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment	More than Rs. 12.00 Lakhs.

Clause - 10A	: Not applicable for this work	

Clause - 10B(ii) (Mobilization Advance)	
Whether Clause 10 B (ii) shall be applicable (If yes, Clause of Tender Condition to be followed)	No

Clause - 10C	
Component of labour expressed as percent of value of the work	100%

Clause - 11	
Specifications to be followed for execution of this work	Specifications as per attachment

Clause – 12		
12.2 & 12.3	Deviation limited beyond which this clauses	30%

Clause - 16	
Competent Authority for deciding reduced rates	Director, VECC.

Clause - 18	
List of mandatory machinery, tools & plants to be deployed by the contractor at site:	
NIL	

Clause - 42		
(i)	Variations permissible for materials issued	Not applicable for this work
(ii)		

RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION

S. No.	Description of Item	Rates in figures & words at which recovery shall be made from the Contractor	
		Excess beyond permissible variation	Less use beyond the permissible variation
1	Refer Schedule -A	N/A	N/A

Notes:

1. In the case of any discrepancy between these “Salient Governing Features of the Tender/Work” & the book “Conditions and Clauses of Contract – 2008”, stipulations given in these “Salient Governing Features of the Tender/Work” shall take precedence.
2. In the case of any discrepancy found in printed matter of Hard copy and Soft copy of “Salient Governing Features of the Tender/Work” documents, the matter of Hard copy shall take precedence.

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