

TATA INSTITUTE OF FUNDAMENTAL RESEARCH
Centre for Interdisciplinary Sciences
Survey No.36/P,Gopanpally village, Serilingampally manadal
RangaReddy District,Hyderabad-500107

Telephone : +91-40-2020 3020
Website : www.tifrh.res.in

Date: 28-05-2018
Email: jrathna@tifrh.res.in

ANNEXURE-A

Notice Inviting **Limited Tender**
(**TWO PART TENDER**) for the following Works:

Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

Tender No.	TIFR/PD/CF18-14/180109
Type of Tender	Two Part Tender (Part-I: Technical Bid and Part-II: Financial Bid)
Estimated Cost	Rs. 17,83,492/-
Cost of EMD	Rs 35,670/- (Demand Draft to be drawn in favour of "TIFR Centre for Interdisciplinary Sciences", Payable at Hyderabad (To be enclosed with the Technical Bid Part -I))
Pre-Bid Meeting Date, Time and Place	12-06-2018 at 11.00 AM at TIFR, Survey No. 36/P, Gopanpally (Village), Serilingampally (Mandal), RR Dist, Hyderabad-500107
Last Date for Submission of Tender	19-06-2018 on or before 13:00 Hours
Date of Opening Bids (Only Part-I: Technical Bid)	19-06-2018 at 15:00 Hours

- In case the Part "I" and Part "II" bids are not sealed in separate envelopes the tender will be rejected.
- The technical bid should not contain any indication of the price.
- The Technical Bid received without payment of tender fees and EMD shall be summarily rejected.
- Contacts : Administrative Officer(Purchase) Tel: 040 2020 3020 for commercial and MR. Kasiviswanath. P Tel: 040 2020 3007 for technical clarifications.

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Sealed tenders are invited for AMC for the aforesaid works from contractors having similar work experience in reputed Research Institutions, Universities, Central Government/Public Sector Undertaking, Private Laboratories, Multinational Companies, etc. Interested contractors and who are satisfying prequalification criteria stipulated by TIFR-Hyderabad shall only submit their bids. For further details and any clarification on the tender you may please contact Administrative Officer (Purchase), Survey No.36/P, Gopanpally Village, Serilingampally Manadal, RangaReddy District,Hyderabad-500107.

Last date for submission of the tender is 19.06.2018.

ADMINISTRATIVE OFFICER
TIFR-HYDERABAD

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TENDER DOCUMENT

Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

NAME OF THE TENDERER: -----

ADDRESS: -----

Last date of submission of the tender: On or before 19.06.2018 by 13:00 hrs.

PART – I

Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

TECHNICAL BID

Tender Notice : TIFR/PD/CF18-14/180109

Estimated Cost : Rs. 17,83,492/-

EMD : Rs. 35,670/-

**Validity : One Hundred and Eighty (180) days after opening of Part-II,
Financial Bid**

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Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

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NOTICE INVITING TENDER

Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

Applications are invited in the prescribed format for Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

Bidders may download the document from TIFR-Hyderabad website (www.tifrh.res.in). Completed applications duly filled in Annexures and **Earnest Money Deposit (EMD) of Rs. 35,670/- in the form of D.D. in favour of "TIFR Centre for Interdisciplinary Sciences", payable at Hyderabad to be enclosed with the Technical Bid (Part - I)** shall be enclosed in a Sealed cover- 1 and the same shall contain the following document duly signed by tenderer:

- a. Copy of eligibility criteria.
- b. Forwarding letter on letterhead of the firm/contractor.
- c. Copy of Instructions for Tenderers.
- d. Copy of scope of work.
- e. Copy of special conditions of contract.
- f. Application Form (Annexure-I).
- g. List of works Executed during last 7 years (Annexure-II)
- h. Audited Annual Turnover (Annexure-III)
- i. Copies of certificates from clients regarding satisfactory performance and duration of services rendered. Original certificates are required to be produced for verification as and when needed.
- j. Copies of Balance Sheet and Profit & Loss Account statement for last 3 years ending March 31.
- k. Copy of registration certificate(s).
 - i. Registrar of firms
 - ii. Central/State Labour license
 - iii. EPF
 - iv. ESI
 - v. GST
 - vi. PAN

Details regarding tender are given as below:

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I. Eligibility Criteria:

Tenderers who fulfill the following requirements shall be eligible to apply.

1. The tenderer should have satisfactorily carried out AMC for water supply, plumbing and sanitary fittings and fixtures and Rain water Harvesting works for Premier Research Institutes, Universities, Public Sector Undertakings(PSUs) institutes, Multinational Companies(MNCs) etc. for following contract value/s during last 7 (Seven) years as on previous month ending to the date of issue of application:

i. One (1) similar work of AMC contract with minimum value of around Rs.14.00 lakh per annum

OR

ii. Two (2) similar works each of AMC contract with minimum value of around Rs.11.00 lakh per annum

OR

iii. Three (3) similar works each of AMC contract with minimum value of around Rs.7.00 lakh per annum.

2. Average annual turnover of the tenderer during the last 3 (three) years ending March 31.

shall be at least Rs. 12.00 lakh. (The Annual turnover format is given at **Page No. 34** and should be duly signed and stamped by the CA on the letterhead.)

3. The tenderer should have office based in Hyderabad with technically qualified staff to render the said services and with necessary plumbing and labour license registration (copy of valid license to be submitted to TIFR-Hyderabad).

4. The applicant should submit the latest Solvency certificate of an amount not less than Minimum Rs. 7 Lakhs issued by a national bank within the last six months.

5. The contractor should have licensed manpower to carry out AMC maintenance services as specified in Tender.

6. The contractor should have office in Hyderabad.

7. The contractor should have valid registration with all Statutory Authorities such as Registration of firms, Central/State Labour Dept, ESI, PF, GST, PAN etc.

8. The track record of the contractor should be clean and he should not have any involvement in Any illegal activities or frauds.

9. The contractor should submit documentary evidence in support of fulfilling eligibility criteria mentioned above.

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Note: The details furnished shall be for the maintenance jobs & not for the installation works. The vendors submitting the credential of installation works shall not be eligible for prequalification.

II. Credentials:

The tenderer should also furnish the following information in Cover-1 (Prequalification Bid):

1. Information desired regarding eligibility criteria as per format given Annexure-I.
2. Company profile & Bank's NEFT details of the company/contractor/firm etc.
3. Name & address of the clients for whom the jobs were executed as per format given in Annexure-II.
4. Copies of the Certificates from the clients for satisfactory performance.

III. Earnest Money Deposit:

Earnest Money Deposit (EMD) of Rs. 35,670/- (Rupees Thirty Five Thousand Six Hundred Seventy only) shall be submitted in form of Demand Draft drawn in favour of "TIFR Centre for Interdisciplinary Sciences", Hyderabad. The EMD so obtained shall be submitted in Cover-1 of the tender.

Tender not accompanied EMD Receipt shall be summarily rejected. EMD shall not bear any interest and this amount shall be forfeited in the event of refusal or delay on the part of the tenderer to sign and execute the contract, in case his tender is accepted. The EMD of unsuccessful bidders shall be returned after finalization of tender. The EMD of the successful bidder shall be adjusted in security deposit.

IV. Instruction for Filling & Submission of Tender:

1. The tender amount is to be inserted in words as well as in figure in the space provided, in case of any discrepancies in the prices written in words and figures, the prices written in the words shall be considered to be correct.
2. Rates quoted in the tender shall be inclusive of labour, GST for carrying out any work etc (except cost of spares required for replacement/maintenance of the plumbing/sanitary items

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which should be borne by TIFR-Hyderabad). The quoted rates should be with consideration of latest Minimum Wages payable as per Central Labour Wages Acts, 1948.

3. The tender shall be submitted in two cover system. Cover-1 shall contain the letter inviting tender, instructions for tendering, tender conditions, the scope of work, EMD of Rs. 35,670 /- Cover-2 shall contain only the Bill of Quantities (Price Bid) i.e. the rate quoted for the contract. Each page of tender shall be signed by an authorized person of the firm and duly stamped. Both the covers shall be super scribed with the name of work.

Cover-1 & Cover-2 shall be put in a third sealed cover super scribing with “Tender for Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water harvesting system and fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally (Mandal), RR Dist, Hyderabad-500107” and shall be addressed to the Administrative Officer(Purchase), TIFR-Hyderabad, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107 on or before 13:00 hrs on 19.06.2018

V. OTHER MISCELLANEOUS INSTRUCTIONS:

1. The tender shall be valid for 180 days from the date of submission.
2. The quoted rates shall include minimum wages payable to the employees to be deployed at TIFR, FReTB, Survey No. 36/P, Gopanpally (Village), Serilingampally (Mandal), RR Dist, Hyderabad-500107, which are prescribed by Ministry of Labour & Employment, Govt. of India from time to time.
3. The contractor shall also submit the monthly staff payment register to TIFR-Hyderabad for its verification as & when required. The payment shall be made to staff in presence of authorized representative of TIFR-Hyderabad.
4. Conditional tenders will not be accepted and be summarily rejected.
5. Tender will be opened at 15:00 hrs. on due date mentioned in the tender.
6. Price bid of only those tenderers who have satisfied all the eligibility criteria as specified in

Annexure-I & II and other techno commercially qualified bids shall be considered.

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7. The bids of the applicants who have not furnished EMD and do not meet the eligibility criteria as specified by TIFR-Hyderabad shall be rejected. The unopened Price bid shall be returned to such bidders.
8. Contractors are advised to visit the site before quoting the rate if required.
9. If any information furnished by the applicant is found to be incorrect at a later date, the tenderers shall liable to be debarred from tendering/taking up the work in TIFR-Hyderabad, TIFR-Hyderabad reserves the right to verify the particulars furnished by the applicant independently.
10. The TIFR-Hyderabad reserves the right to reject any application without assigning any reason and to restrict the list to any number deemed suitable by it, if too many applications are received satisfying the basic pre-qualification criteria.

Date:

Signature of authorized person & seal:

Forwarding Letter

(To be submitted on firm/contractor's letterhead along with Part I- Technical Bid)

No.....

Date:

To

ADMINISTRATIVE OFFICER (PURCHASE),
TIFR-Hyderabad,
Survey No. FReTB, Survey No. 36/P, Gopanpally Village,
Serilingampally Mandal,
Ranga Reddy District, Hyderabad 500107.

Dear Sir,

Annual Maintenance Contract for Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water harvesting system and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad- 500107

With reference to your Notice for AMC for 24X7 basis operation and maintenance of Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water harvesting system and Fire fighting installations, I am / we are pleased to offer myself / ourselves for undertaking above work in your esteemed organization. In submission of this offer, we confirm that

1. Having visited the site and examined the conditions of contract, specifications and scope of work, we offer to carry out the said work in conformity with the said conditions of the contract, specifications and scope of works for the sum quoted of this tender document or such other sum may be ascertained in accordance with the said conditions of contract.
2. We undertake to carry out and deliver the whole of the works comprised in the contract as stated in Appendix hereto.
3. We agree to abide by the tender conditions from the date fixed for receiving the same and agreed extended period. It shall remain binding upon us and may be accepted at any time as per the tender until the completion period.

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4. Unless and until a formal agreement is prepared and executed, this tender together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our tender is accepted, we are severally responsible for the due performance of the contract.
6. We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
7. We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
8. Business has never been banned by Central / State Government Department/ Public Sector Undertaking or Enterprise of Central / State Government.
9. We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
10. The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.

Dated Day of

Signature in the capacity of

Duly authorized to sign tenderers for & on behalf of Seal of

Name & address of the tenderer (in Block Letters)

WITNESS:

Signature

Name & Address:

Occupation:

Date:

Signature of authorized person & seal:

INSTRUCTIONS FOR TENDERERS

1. Before filling up the tender, the tenderers are requested to visit the site and also carefully examine the tender documents, conditions of contract, specifications, scope of work etc. The tenderer shall ascertain the location, size and condition of the areas available for his use as working areas and all other information affecting his tender.
2. Service is the essence of the contract and the systems (water supply and plumbing and sanitary/drainage system, Rain water harvesting systems and fire fighting system) must be maintained efficiently as indicated in the Appendix to Form of Tender. Any tenderer, which disagrees with terms & conditions of the tender, is liable to be rejected.
3. The tender form and the documents attached to it shall not be detached one from the other and no alteration or mutilation (other than filling in all blank spaces) shall be made in any of the documents attached hereto.
4. i) The tenderer shall completely fill the required Annexure and Price Bid. The tender shall be signed by person or persons so authorized by the tenderer with signature duly witnessed. The tenderer shall sign each of the document pages and duly stamped.

ii) The tender shall contain postal address, e-mail ID, Tel. no. and Fax. No. for correspondence/servicing instructions, required to be served to the tenderer in connection with tender/contract.
5. The tender shall accompany the following information & schedules:
 - a) Details of past/present experiences in performing works/contracts of similar nature and magnitude.
 - b) True copy of PAN, GST registration.
6. TIFR-Hyderabad will not be responsible and will not pay any expenses which may have been incurred or losses to person or property suffered by the tenderer in connection with visits and examination of the site and in the preparation of the tender for submission.

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7. The vendor (whether or not he submits the tender) shall treat the details of the document as secret and confidential.
8. The contract will be valid for a period of 1 (One) year.
9. TIFR-Hyderabad is not bound to accept the lowest or any tender and has the right to refuse any tender without assigning any reason. TIFR-Hyderabad also has right to re-issue the tender, if found the bids are not techno commercially qualified.
10. The contractor shall provide the maintenance services as given in 'Scope of Work' to the satisfaction of the TIFR- Hyderabad. The performance of the contractor shall be reviewed on monthly basis and in case the services are not found to be satisfactory, the contract shall be terminated even before the expiry of contract period by giving one month's notice. However, the contract is liable for immediate termination on violation of any of the provisions by the contractor. The TIFR- Hyderabad may also terminate the contract in the instance of insolvency or bankruptcy of the contractor or change of ownership of the business of the contractor. The TIFR-Hyderabad shall not pay any compensation for early termination. The security deposit/performance bank guarantee submitted under the contract shall be liable to be forfeited and shall be absolutely at the disposal of TIFR-Hyderabad.
11. If the contractor fails to execute the maintenance works as detailed in 'Scope of Work' within stipulated time, the TIFR- Hyderabad will be at liberty to execute the works through an alternate source and the charges so incurred shall be recovered from the contractor.
12. The contractor shall permit the TIFR- Hyderabad to hold or deduct the amount from bill for non-performance or part performance or failure to discharge obligations under this contract.
13. Security Deposit: The successful tenderer will have to submit security deposit/ Performance bank guarantee @10% of the work order value in the form of account payee demand draft/bank guarantee from SBI or any one of the nationalized banks in an acceptable form. Security Deposit should remain valid for a period of sixteen months from the date of commencement of Contract and would be released only after one month from the date of satisfactory completion of

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the contract. Security deposit shall be refundable after expiry/termination of the contract. The deposit shall not bear any interest.

14. The contractor shall obtain at his own cost, any license or permission of any sort whatsoever (viz., labour license from Assistant Labour Commissioner (Central), Hyderabad and register with Employees' State Insurance.
15. Corporation and Office of the Regional Provident Fund Commissioner, Hyderabad, GST, Income Tax etc.) that may be required under various Acts from the Central/State Government Authorities for carrying out the said activity in the premises of the TIFR- Hyderabad and such Registrations and License for engagement of contract workers for such purpose should be obtained by the contractor within one month from the date of issue of work order.
16. The contractor shall comply with the provisions of all Labour Laws, which are applicable to 'the Contractor' or his employees and shall be solely responsible for liabilities arising out of such compliance, non-compliance or implementation or non-implementation. The contractor will furnish proof of compliance of all Labour Laws requirements including obtaining licenses, filing of monthly/quarterly/annual returns and any other statutory requirement and furnish calculations and proof of payments made to all Government/Statutory Authorities under EPF, ESIC, Labour Welfare Fund Act, Payment of Bonus Act, etc. within time limit allowed under the respective Acts and all other statutory rules as amended from time to time. TIFR-Hyderabad will not be responsible if the contractor is not satisfying any statutory compliances etc.
17. The contractor shall indemnify the TIFR-Hyderabad from all liabilities arising out of any payment/ in respect of any claims made by the contractor's employees against the TIFR-Hyderabad under any statute/notification of the Government (Central/State) or statutory authority in respect of his employees.
18. The contractor shall be responsible for maintenance of proper records as required under the provisions of various Labour Laws / Statutory Acts applicable to the contractor and contract employees such as attendance register, overtime register, advance register, register of deductions for damage & loss, register of fines, accident register etc. and produce them for

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inspection as and when demanded by TIFR- Hyderabad or any appropriate Labour authorities.
The contractor shall also issue Form-XIV (employment card) to their personnel.

- 19.The contractor shall make the payment to personnel engaged by him as per minimum wages notified by the Office of the Regional Labour Commissioner (Central), Hyderabad from time to time. The contractor shall satisfy the TIFR- Hyderabad showing adequate recorded proof that the minimum wages, ESI, contribution to provident fund as applicable are being paid to his personnel as required under various Statutory Acts notified by the Government from time to time. **The contractor shall disburse wages payable to his personnel only in the presence of an authorized officer of the TIFR- Hyderabad.**
- 20.The contractor shall provide weekly off / holidays to his personnel as per applicable laws/ labour laws but it will be his responsibility to ensure uninterrupted services on all days.
- 21.The contractor shall ensure that the character and antecedents of the personnel engaged by him are duly verified before such engagement.
- 22.The contractor shall submit the list of his personnel to be deployed at the TIFR- Hyderabad along with their personal details like name, age, date of birth, permanent address etc. for approval. The TIFR- Hyderabad has the right to advise the contractor to replace any of the personnel engaged by him who are found unsuitable; the contractor shall immediately replace such personnel. The contractor shall provide identity cards to his personnel.
- 23.The contractor shall not employ any person who is prohibited by law from being employed. The personnel deployed by the contractor should not suffer from any infectious disease and should be able-bodied persons.
- 24.The contractor shall ensure that none of his personnel report for duty in drunken state or consume drugs, prohibited substances, smoke, etc., while on duty.
- 25.The contractor shall take necessary safety measures and he/she is solely responsible for the safety of personnel engaged by him. **The contractor shall provide appropriate uniform, shoes, gloves, accessories & tools that would ensure safety against insects & snakes, dogs and electrocution to all personnel and ensure their cleanliness and upkeep.**

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26. The TIFR- Hyderabad shall not be responsible for any accident/injury or loss of life of any of the persons engaged by the contractor that may take place while executing the contract. Any compensation or expenditure towards the treatment of such injury or loss of life shall be sole responsibility of the contractor. At his cost, the contractor shall obtain appropriate/adequate insurance policy to his personnel towards meeting the liability of compensation arising out of death, injury, disablement, etc. at work.
27. The contractor shall abide by all the rules and regulations laid down by the TIFR- Hyderabad authorities from time to time.
28. The contractor or his personnel shall not any time do, cause or permit any nuisance at the site / do anything which shall cause unnecessary disturbances or inconvenience to the occupants/visitors at site or near the site of work.
29. The contractor shall be responsible for all acts done by the personnel engaged by him and for maintenance of proper discipline by his personnel at the premises of the TIFR- Hyderabad. Any act of indiscipline/misconduct/theft/pilferage on the part of any personnel engaged by the contractor resulting any loss to the TIFR- Hyderabad in kind or cash will be viewed seriously and the TIFR- Hyderabad shall have the right to levy damages or fine from the contractor and even terminate the contract forthwith.
30. Care must be taken to ensure while carrying out the work so that no laboratory equipment, fittings, fixtures, furnishings are damaged. Any damages done to the same or any other property will have to be repaired / replaced by the contractor, failing which the TIFR- Hyderabad will get them repaired/replaced at risk and cost of the contractor.
31. In the event, any damage is caused to the movable or immovable property of the TIFR- Hyderabad or to the property of employees of the TIFR- Hyderabad, the TIFR- Hyderabad reserves the right to compute the damage in terms of money and to deduct the money from the bill of the contractor or from the amount payable to the contractor by the TIFR- Hyderabad and the remaining amount, if any, by the way of civil damages.

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32. The contract is for providing maintenance services and not for supply of Contract Labour. The workers employed by the contractor for providing the services shall be of his/their employees and not of the TIFR- Hyderabad.
33. The personnel engaged by the contractor shall not have any employee-employer or master-servant relationship with the TIFR- Hyderabad and they shall not have any claim whatsoever for employment in the TIFR- Hyderabad now or at a future date.
34. The contractor shall remove his personnel peacefully on expiry of contract or on termination of the contract.
35. The contractor shall not sub-contract the works unless permitted specifically by the TIFR- Hyderabad in writing.
36. The contractor shall submit the bills in the first week of every month along with monthly report for the works carried out in the previous month. The TIFR- Hyderabad shall pay AMC charges on monthly basis upon submission of bills by the contractor and certified by the concerned employee/official to the effect that the maintenance works have been carried out as per the contract. Applicable TDS will be deducted while making the payment.
37. **The contractor should submit the wage bill/invoice for reimbursement as per details/table given below on his letter head latest by 10th of following month:-**

- a. Bill No. _____ Date _____
- b. Name of the company:
- c. Contract for _____
- d. Award letter Number & Date:
- e. Date of commencement of the contract:
- f. Wage bill for the month _____ date _____

Sl. No.	Name of worker	Empl. Code No.	EPF NO.	ESI No.	@Baisc/ Minimum Wage. As per GOI(C)	No. of days Worked	Total Wage	Employee's contribution		Take home Salary	Employer's contribution		
								EPF 12%	ESI 1.75%		EPF 12%	EDLI 1.15%	ESI 4.75%

Contractors Signature & Seal

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Note: Deduction Schedule showing the individual details of deductions of EPF and ESI should tally with the wage bill.

38. GST rule will be applicable with effect from 01.07.2017. The applicable TDS /other charges if any as per GST rule will be deducted as per new GST regime.
39. TIFR-Hyderabad GST NO: 36AAATT3951F2ZG.
40. The contractor should provide mobile telephone on site for communicating 24 x 7 basis duty personnel.
41. The contractor shall pay the minimum monthly wages (Central) fixed by the Chief Labour Commissioner (Central), Delhi, Govt. of India, Ministry of Labour & Employment under the Minimum Wages Act as applicable in Hyderabad.
42. Enhancement in Administrative/Service charges, on any ground will not be entertained during the tenure of the contract.
43. The contract can be terminated on any of the following contingencies:
- a) On expiry of the contract period.
 - b) By giving one month advance notice by TIFR on account of:
 - i) Un Satisfactory performance of the contract (as per tender terms and conditions).
 - ii) Losses suffered by TIFR due to lapse on the part of the contractor/his Supervisor/workers.
 - iii) For committing breach by the contractor of any of the terms and conditions of Contract.
 - iv) On assigning the contractor or any part thereof or any benefit or interest therein or there under by the contractor to any third person for sub-contracting whole or part of the contract.
 - iv) On violation of any Labour laws as per Contract Labour (Regulation & Abolition) Act, 1970, as amended from time to time.
 - v) On contractors being declared insolvent by the competent Court of Law.
 - vi) The contractor provides unsatisfactory services.

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44. During the notice period of termination of the contract in the contingencies contemplated above, the contractor shall keep on discharging his duties as before till the expiry of notice period.
45. It shall be the duty of the contractor to withdraw all the persons deployed by him on expiry/termination of the contract and will ensure that no person creates any disruption/hindrance or problems of whatsoever nature to TIFR.
46. Income Tax will be recovered from the contractor's monthly bill as per the Govt. of India's order and necessary TDS certificate will be issued to him as a proof of having deducted the tax.
47. All disputes arising from this contract in respect of personnel posted at TIFR concerning their wages or any other matter connected with their service conditions under relevant Labour Laws are solely and wholly the responsibility of the Contractor. The TIFR will be free from all encumbrances either from the Government or from any other sources.
48. TIFR Hyderabad GST NO is: 36AAATT3951F2ZG. GST rule will be applicable with effect from 01.07.2017 as per GST regime. The applicable TDS /other charges if any as per GST rule will be deducted.
49. The contractor should submit a valid GST Registration document / certificate etc.
50. The TIFR will reimburse Goods and Services Tax (GST), payable, if any on the bill by the contractor to the authorities concerned and it will be the responsibility of the contractor to pay such an amount only if he is liable to pay GST under the relevant Act/Rule/Orders of Govt. of India/State Govt.
51. That the contractor shall ensure that the persons so deployed do not allow any property of the TIFR to be taken out of the premises without a Gate Pass signed by the designated officials of the Institute. As a safeguard against any dishonesty connivance and/or ulterior motive, the specimen signature of the officials designated and authorized to sign the gate pass will be intimated in writing to the contractor along with subsequent changes, if any. The Administrative Officer of TIFR shall take necessary steps to ensure compliance and necessary action in this respect.

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52. All the bills should be submitted on his letter heads, duly signed and pre-receipted.

53. ARBITRATION

- A) In the event of any question, dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is especially provided under this agreement) the same shall be referred to the sole arbitration to Centre Director TIFR, Hyderabad or his nominee.
- B) The award of the arbitrator shall be final and binding on their parties. In the event of such arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever, the TIFR shall appoint another person to act as arbitrator in place of the outgoing arbitrator in accordance with the terms of this agreement and the persons so appointed shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.
- C) The Arbitrator may give interim award(s) and/or directions, as may be required.
- D) Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modifications are there of from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause.

Date:

Signature of authorized person & seal:

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SCOPE OF WORK

1. Operation and maintenance of pump:

- i. Operation and maintenance of the Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water harvesting system and Fire fighting installations at TIFR, FReTB, Survey No.36/P, Gopanpally (Village), Serilingampally (Mandal), RR Dist, Hyderabad-500107.
- ii. Monitoring of supply from HMWS&SB line, water supply line, sanitary sewage line within the building and up to municipal line/supply line in day to day basis.
- iv. Operations of pumps, for continuous storage in Underground (U/G) & Overhead Tanks (OHT) as under:

A. Pumps & Filters

Sr. No.	Description	Capacity	Location
1	Domestic water pumps- 2 Nos	100 LPM @ 45m head	Dry well – Service Building -1
2	Rain Water Harvesting System	72000 Ltr/ Hr	Basement- Service Building-2
a	Feeding pumps- 3 Nos	1200 LPM@ 15m head	Basement- Service Building-2
b	Dosing pumps for chlorination & alum- 3 Nos.	10 Lires/ hr (Rating)	Basement- Service Building-2
c	SandSeparators (Hydrocyclone filter)- 3 Nos.	120 Cum/Hr.(Filter rate) Working Pressure- 5Kg/Sqcm-	Basement- Service Building-2
d	Pressure filters- 3 Nos	125 Cum/Hr (Filter rate) Workling Pressure- 2.5Kg/Sqcm	Basement- Service Building-2
e	Chemical Storage Tanks-2Nos	100 Litres	Basement- Service Building-2
f	Rain water(filtered) flushing pumps- 2 Nos	35 LPM	Basement- Service Building-2
3	Bore well submersible pumps- 3 Nos.	50 LPM@130m head	Each at NE Corner of Campus, Behind Service Building-1 and Behind Service Building-2
4	RO water pumps -2 nos	200 LPH RO Unit, Feeder pump - 1 no, Booster pump- 1 no	RO water pump room at terrace of main building, Right side.

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A. Water Tanks:

Sr. No	Description	Capacity	Location
1	OHT (Domestic)- 2 Nos x10000 Ltr	20000 Ltr	Main Building
2	OHT(Fire Fighting)- 2 Nos x 20000 Ltr	40000 Ltr	Main Building
3	OHT(Flush water)- 2 Nos x 5000 Ltr	10000 Ltr	Main Building
4	OHT(Gardening) – 2 Nos x 20000 Ltr	40000 Ltr	Main Building
5	OHT (Domestic)- 1 Nos x10000 Ltr	10000 Ltr	Service Building-1
6	OHT(Fire Fighting)- 1 Nos x 10000 Ltr	10000 Ltr	Service Building-1
7	OHT(Flush water)- 1 Nos x 5000 Ltr	5000 Ltr	Service Building-1
8	OHT (Domestic)- 1 Nos x 5000 Ltr	5000 Ltr	Service Building-2
9	OHT(Fire Fighting)- 1 Nos x 20000 Ltr	20000 Ltr	Service Building-2
10	OHT(Flush water)- 1 Nos x 2000 Ltr	2000 Ltr	Service Building-2
11	UG Tank (Domestic)- 1 Nos x 100000 Ltr	100000 Ltr	Service Building-1
12	UG Tank (Fire Fighting)- 2 Nos x 200000 Ltr	400000 Ltr	Service Building-1
13	UG Tank (Rain water collection tank)- 1 nos	350000 Ltr	Service Building-2
14	UG Tank (Filtered Rain water tank)- 2 nos	1475000Ltr	Service Building-2
15	Water Meter Chamber(HMWSSB) -1Nos.	73000 ltr/hr	NE Corner of Campus,
16	RO Water storage tanks- 2nos	500 ltr	Terrace of main building,Right wing.

iv. Free replacement of washers, Teflon tape, white cement/OPC for minor maintenance works and other individual items costing less than Rs. 100/-.

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v. Replacement of gaskets, buffers, rings, springs, white zinc and spun yarn for servicing the water closets & seats, flush valves, urinals, non-return valves, ball cocks, health faucets and fittings etc costing more than Rs. 100/- will be reimbursed on actual on production of bills.

2. Maintenance & Cleaning:

- i. Besides the above routine works, the scope of work shall include arresting leakages in the water supply and sanitary lines by using zinc and spun yarn/cement, removal of chokes from water closets, urinals, wash basins, sinks, floor traps, soil and waste pipes, rain water pipes, porcelain traps and underground drain lines and water lines inside the compound. Also making holes in stone/brick masonry and RCC walls of any size, roofs, chajjas etc. to facilitate plumbing works etc. and providing scaffolding wherever required.
- ii. Carrying out cleaning of all the water tanks in 1.iii.B above of building once in 3 (three) months (i.e. four cleaning per year). Cleaning should be carried out with water pressure type machine, disinfecting materials such as bleaching powder, potassium permanganate. Cost of above materials is included in the scope of work and no extra payment shall be made in this regard.
- iii. All terraces in the buildings, which are provided with rainwater outlets are required to be cleaned for any dead leaves, silt etc. once in 15 days or as & when required. The debris collected shall be disposed off in the municipal garbage site provided near the building.
- iv. The Grease Oil Trap provided near the canteen and lounge shall be cleaned once a week by opening the manhole covers and removing the obstacles, if any, from the chambers. The lines shall be flushed and kept free of any trapped oil etc.
- v. Besides maintenance and operation of water pumps, sump pumps and rain water harvesting system pumps, control panel for sump pumps, RO Water pumps the scope of work shall also include regular servicing/maintenance like oiling, greasing, replacement of gasket packing etc. twice a month & in case of emergency breakdown, by a specialized agency in basement & on any floors, work may be carried out as directed by TIFR-Hyderabad.

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- vi. Periodical checking of drain pipes, rain water pipes and storm water drains before and during monsoon to ensure proper flow and avoid choking in pipes/drains.

3. Manpower:

1. Contractor shall attend to all the works 24x7 and post One Skilled worker (Assistant Plumber cum Fitter cum Mechanic) in 3 Shifts (ie. from 6:00 am to 2:00 pm, 2:00 pm to 10:00 pm and 10:00 pm to 6:00 am) and One Highly Skilled Supervisor (Head Plumber cum Mechanic cum Fitter) in Regular Shift (i.e. from 9:00am to 5:00pm) on all days during the entire contract period for maintenance of Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water harvesting system and Fire fighting installations.

4. Replacement of Spares:

Cost of individual spares ie. more than Rs. 100/- such as bottle trap, flush valve, seat cover, bib tap etc. required for replacement/maintenance of the plumbing/sanitary items, shall be borne by TIFR-Hyderabad. Any other items ie. washer. Nuts, Bolts, Clamps, etc. costing less than Rs. 100/- shall be borne by the contractor and no extra payment will be made.

5. Plumbers & helpers should have proper uniform with continuous display of Identity Card. Each plumber shall be provided with a tool bag containing all the necessary tools.
6. Arrange visit of plumbing engineer once in a quarter for inspection and submit report to TIFR-Hyderabad's Engineer about his observations. He should also visit whenever major repairs of existing pipelines are involved in Tower. Details regarding Plumbing Engineer ie. Name, Qualification, Experience shall be given at the time of submission of tender.
7. The contractor is required to maintain following registers during the job of AMC:
- i) Daily pump operation register
 - ii) Daily water tank filling register
 - iii) Daily checking of toilets attending the faults/complaints
 - iv) Checklist as per scope of work

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8. Filling the joints of traps and cracks/joints/holes of walls, ceilings, kitchen sink/platform, wash basins, bathrooms, toilets, side of door frames, sills etc. with suitable sealant, adhesives, cement etc. and pointing of tiles at no extra cost for area less than 100 Sft on any single time.
9. Charges for Scaffolding, Centering, Shuttering, Cradle (Jhula) and Curing will not be paid extra for any works related to maintenance/repair/replacement.
10. Contractor shall follow the prescribed formats/procedures for receiving complaints, receiving the work slips duly sanctioned and preparation of bills etc. as stipulated by TIFR-Hyderabad from time to time.
11. Contractor shall maintain a proper record/register indicating reasons for not attending to any particular complaint within time schedule, failing which penalty shall be levied.
12. The detailed schedule of operation, routine, special and preventive maintenance along with daily, fortnightly, monthly activities for all the works and execute as per the direction of Engineer In Charge. However tentative minimum routine and preventive schedule shall be as under

Daily

- Monitoring of water supply from HMWS & SB lines, checking of water storage in UG sumps with supply from HMWS&SB. Maintaining records such as water meter reading, water storage levels in sumps etc.
- Pumping of domestic water to all terrace tanks. Maintaining records of water pumping.
- Pumping of flush water from filtered water storage tank to all terrace tanks. Maintaining records of water pumping.
- Pumping of water from filtered water storage tank to all terrace gardening water tanks. Maintaining records of water pumping.
- Pumping of domestic water to 200 lph RO water plant at terrace. maintaining water level records.
- Checking of all water lines (internal & external) relating to HMW&SB, domestic, flushing, gardening, bore water, fire fighting and RO water lines against leakage .
- Checking of water supply fittings, fixtures in labs and toilets.
- Checking of drain pipe lines in labs and toilets against choking.
- Checking of sewer lines to ensure proper flow in pipes.
- Checking of electrical panel relating to pumps of domestic, flushing, bore well, RO water supply.
- Maintain check sheets, various registers etc properly.
- Submission of daily shift reports to E.I.C.

Weekly checks

- Functioning and service checking of all pumps and accessories relating to domestic, flushing, gardening, rain water harvesting, fire fighting, RO water systems.
- Checking of Gully traps, manholes relating to sewer lines against choking.

Monthly checks

- Proactive plumbing preventive maintenance i.e., checking of active leaks, water pressure, sign of corrosion, checking of valves for correct operation, checking drains against clogging etc.
- Checking of all fire fighting water pipe lines, fire hydrants, fire hoses, fire hose box, Hose reels, pressure gauge and pressure switch.
- Replacing of gasket & Washer (if leakage/faulty are noticed)

Quarterly checks.

Cleaning of terrace water tanks

Cleaning of underground sumps of domestic and fire fighting.

Cleaning of filtered rain water underground storage tank.

Cleaning of rain water spouts free from dead leaves and dust accumulation.

Half yearly checks

- Cleaning of storm water drains to ensure free flow of water in drains during monsoon.
- Cleaning of rain water collection tank.

SPECIAL CONDITIONS OF CONTRACT

1. Engagement terms of labour:

- i. The agreement between TIFR-Hyderabad and the contractor shall be purely on the basis of service agreement. The Contractor shall make his own arrangements for the engagement of the labour.
- ii. In respect of the engagement, employment, wages, transport, paying, feeding, housing and working conditions of labor and of all matters connected therewith, the contractor shall be solely responsible and liable.
- iii. During the continuance of the Contract, the contractor shall at all times be liable to obligations imposed on him by the provisions and requirements of any Central or State Statute ordinance or other law or any Regulation or Bye-law of any local or other duly constituted authority which may be applicable including any such law regulation or order passed or made or coming into force during the period of the Contract.
- iv. The Contractor shall comply with the provision of all labour legislation including the requirements of:
 - a) The payment of Wages Act
 - b) Owner's Liability Act
 - c) Workmen's Compensation Act
 - d) Contractor Labour (Regulation & Abolition) Act 1970 and Central Rules 1971
 - e) Apprentices Act 1961
 - f) Any other Act or enactment relating thereto and rules framed thereunder from time to time.
- v. The successful tenderer shall keep all mandatory records like PF, ESI, Bonus etc. of his employees deployed at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally Mandal, RR Dist, Hyderabad-500107 as per requirement of the labour enforcement inspector from time to time.
- vi. The successful tenderer shall take necessary license from the Asst. Labour Commissioner and comply with the central Labour Act of 1970.

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- vii. The successful tenderer shall have to take necessary insurance coverage for his workmen and keep TIFR-Hyderabad indemnified against risk. Copy of such insurance premium receipt shall be submitted to TIFR-Hyderabad before the release of first payment.

2. Accidents:

The contractor should ensure the work as per safety standards without accidents and it is the responsible of the contractor scope. The Contractor shall within 24 hours of the occurrence of any accident or mishap at or about the Site or in connection with the execution of the work shall report such incident to TIFR, Hyderabad. The Contractor shall also report such accident to the competent authority whenever such report is required by law.

3. Insurance:

The contractor shall have to take necessary insurance coverage for workmen and keep TIFR, Hyderabad indemnified against risk. Copy of insurance premium should be submitted to TIFR, Hyderabad before commencing the work. Contractors shall cover all the men and labourers, deployed by him on this work under an adequate comprehensive contractor's all risk policy, to insure Workmen and third party insurance etc.

4. The work is to be carried out in occupied office and laboratory premises and hence the contract shall be governed by the rules of TIFR, Hyderabad regarding the working hours, supply & removal of materials etc. The contractor and their personnel shall not cause disturbance to the staff and research activities of TIFR, Hyderabad.
5. The contractor should make proper safety arrangements like safety belts and helmets, etc. for the persons working on site. Contractor shall provide individual identity card to each of his staff /worker as per the approval format. The identity card shall be carried and displayed by the person during his entire presence or working in the premises.

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APPENDIX TO FORM OF TENDER

a)	Minimum amount to third party insurance	The successful tenderer shall take “all risk policy” for the contract value and workmen compensation policy for the workers engaged in the work. The contractor shall indemnify the TIFR, Hyderabad for any loss or damage that occurs to persons or building or third party while executing the work. Third party liability in contractors all risk policy shall be minimum Rs. 2 lakh per person for any one accident or occurrence and 5.00 lakh in respect of damage to property for any one accident or occurrence. Note: These policies shall be valid till the completion of the work. If the contractor does not provide these policies, TIFR-Hyderabad reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the contractor, however the tenderer should ensure the Insurance Policy.
b)	Period of commencement	7 (Seven) days from the date of issue of letter of intent/work order or date of handing over of site, whichever is later.
c)	Period of Contract	12 months
d)	EMD to be deposited	Rs. 35,670/-
e)	Security Deposit / Performance Bank Guarantee	10% of the work value should be submitted within a week from the date of work order. EMD of successful tenderer will be adjusted against this money.

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Application Form-ANNEXURE-I
PART-1 (BASIC INFORMATION)

Annual Maintenance Contract (AMC) for operation and maintenance of Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

1	Name of the Contractor / Firm / Organization / Company.	
2	Official Address for Correspondence with Telephone & Mobile Nos.	
3	Correspondence address at Hyderabad with contact person's name, telephone number, mobile number etc. (The company should have office and service facilities at Hyderabad)	
4	Type of Firm / Organization, whether proprietorship, partnership or private limited company etc.	
5	Year of establishment	
6	Name of the Proprietor / Partners / Directors in Organization	a) b) c) d)
7	a) Details of Registration (Firm, Company etc) i. Registering Authority ii. Date iii. Number b) Details of Labour license i. Registering Authority ii. Reg No. iii. Date of issue. iv. Date of expiry. c) Details of Civil / Plumbing contracting works license	To be filled by the vendors

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	<p>i. Registering Authority ii. Reg No. iii. Date of issue. iv. Date of expiry. (Copies to be enclosed).</p>	
8	<p>a) Details of Income Tax Permanent Account Number. b) Details of EPF No. c) Details of ESI No. d) Details of GST No. (enclose a copy of the certificate competent Authority)</p>	To be filled by the vendors
9	<p>Annual turnover of the firm for last three years should be at least Rs. 12 lakhs. (Furnish copies of Balance Sheet and Profit & Loss Account) The Annual turnover format is given at Page No. 34 and should be duly signed and stamped by the CA on the letterhead.</p>	
10	<p>Whether registered / empanelled with any of the Govt., Semi Govt., MES, IIT, NIT, IISc, Govt. Undertaking, Public Sectors etc. as approved contractors and if so, furnish details.</p>	
11	<p>Whether any technical personnel are employed with the Firm / Organization and if so, give details of their experience, qualification</p>	
12	<p>If involved in any litigation earlier with any organization. If so, please submit the details.</p>	
13	<p>Any civil suits pending in any of the works executed. If so, furnish details.</p>	

Date:
Contractors Signature & Seal

Signature of authorized person & seal:
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ANNEXURE-II
EXPERIENCE

LIST OF WORKS EXECUTED DURING LAST 7 (SEVEN) YEARS TOWARDS AMC
OF WATER SUPPLY , PLUMBING & SANITARY FITTINGS & FIXTURES ,RAIN
WATER HARVESTING SYSTEM AND FIRE FIGHTING INSTALLATIONS AS ON
LAST DATE OF MONTH OF DATE OF APPLICATION ISSUED.

- A. One (1) Similar works of AMC contract with minimum value of around Rs.14.00 lakh per annum
- B. Two (2) Similar works each of AMC contract with minimum value of around Rs.11.00 lakh per annum
- C. Three (3) Similar works each of AMC contract with minimum value of around Rs.7.00 lakh per annum

Sr. No.	Name of the work	Name & Address of the company for whom the work was executed	Location of the work	Name/ Type of the work	Name, Address & mobile/phone No. of Officer/ Person under whom the work was carried out	Work Order ref. no. & date	Period of AMC	Contract Amount (Rs.)	Remarks

Note: Copy of the work order, completion and performance certificate should be enclosed for each work.

Date:
Contractors Signature & Seal

Signature of authorized person & seal:

ANNEXURE-III

Audited Annual Turnover

S.No.	Financial/ Accounting Year for last three years	Profit (Rs.)	Loss (Rs.)	Annual Turnover (in INR)
1.				
2.				
3.				

Authorized Signatory with Seal

Note: The Audited Annual Turnover should be certified by Chartered Accountant (CA) as per the format given above duly signed and stamped by the CA on their letterhead.

TENDER DOCUMENT

PRICE BID

PART-II

Annual Maintenance Contract (AMC) for operation and maintenance of Water Supply, Sewerage, Sanitation, Plumbing including servicing of Sanitary fittings & fixtures, Rain water Harvesting System and Fire fighting installations at TIFR, FReTB, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500107.

NAME OF THE TENDERER: -----

ADDRESS: -----

Last date of submission of the tender: On or before 19.06.2018 by 13:00hrs.

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I. Wages stipulated by TIFR

S. No.	Payment Components	Head plumber cum mechanic cum fitter (Highly Skilled) charges per month in Rs. (X)	Assistant plumber cum mechanic cum fitter (Skilled) Charges per month in Rs. (Y)
1	Basic Wages	18018.00	16562.00
2	Variable Dearness Allowance	1014.00	936.00
3	Sub Total	19032.00	17498.00
4	Leave Wages @ 4.81% on Sr. No. 3	915.44	841.65
5	PF @ 13.15% on Sr. No. 3	2502.71	2300.99
6	ESI @ 4.75% on Sr. No. 3	904.02	831.16
7	Bonus @ 8.33% on Sr. No. 3	1585.37	1457.58
8	Total amount payable Sr. No. (3 to 7) including statutory payments per person	24939.54	22929.38
9	No. of employs deployed	1	3
10	Total minimum charges for proposed deployment in Rs. i.e. (Sr. No. 8 X Sr. No. 9)	24939.54	68788.14
11	Reliever Charges (D) in Rs. at 1/6 th of Sr. No. 10	4156.59	11464.69
12	Total Wages i.e. (Sr. No. 10+ Sr. No. 11)	29096.13	80252.83
13	Service Charges at..... percentage (%) of Sr. No. 12		
14	Total (i.e. Sr. No. 12 + Sr. No. 13)		
15	GST @18%		
16	Grand Total (i.e. Sr. No. 14 + Sr. No. 15)		

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II. Bid amount for deployment per annum

Sr. No.	Payment Components	Amount
1.	Total bid amount for deploying 1 No. Highly skilled (Head plumber cum mechanic cum fitter) per month inclusive of GST (X)	
2.	Total bid amount for deploying 3 No.s skilled Workers(Assistant plumber cum mechanic cum fitter) per month inclusive of GST (Y)	
3.	Final bid Amount per month $Z = (X) + (Y)$	
4.	Final bid Amount per annum = 12 X (Z)	
5.	Final bid Amount in Words	

NOTE:

- a. The Contractor shall attend to all the works 24X7 basis and post One Highly Skilled supervisor(Head plumber cum mechanic cum fitter) in general shift ie. from 9:00 am to 5:00 pm & One Skilled (Assistant plumber cum mechanic cum fitter) in all the 3 Shifts (ie. from 6:00 am to 2:00 pm, 2:00 pm to 10:00 pm and 10:00 pm to 6:00 am) on all days during the entire contract period.
- b. The contractor shall provide minimum one-day duty off once in a week for the employees working in shifts and shall provide relievers for the employees on off duty / sick / leave. However, in case of exigencies, the contractor shall provide services beyond above mentioned hours.
- c. The TIFR- Hyderabad shall not permit double shift for any staff employed by the contractor.
- d. Highly Skilled Supervisor should be **“Minimum Diploma Engineer having minimum five years of experience in maintaining the said works” OR “ITI Trade Holder with minimum of 10 years of experience in maintaining the said works”**
- e. Skilled worker should be **ITI Trade Holder having minimum 5 years of experience in maintaining the said works.**

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- f. The quoted rates shall be inclusive of Minimum Wages payable as per Central Labour commission for the classification of skill set of manpower engaged, all taxes, GST, duties, insurance, works contract tax, sales tax, etc. all inclusive.
- g. The contractor shall make the payment to personnel engaged by him as per minimum wages notified by Office of the Regional Labour Commissioner (Central) and any revision in the wages during the period of contract.
- h. The quoted rates shall be inclusive of all applicable statutory payments viz. Minimum Wages(**including revisions**), PF, ESI, Gratuity, Bonus and necessary risk policy for covering the comprehensive risk of all employees etc.
- i. The contractor shall provide minimum one-day duty off once in a week for the employees working in shifts and shall provide relievers for the employees on off duty / sick / leave.
- j. Conditional tenders shall be summarily rejected.
- k. The rates quoted above are as per the rates fixed by the Chief Labour Commissioner (Central) Delhi and as circulated by office of the RLC(Central) Vidyanagar, Hyderabad and is currently in force and is subject to revision from time to time by the Govt. However the rates will be revised and paid as and when notification to the change of minimum wage is issued by the authority.
- l. The contractors are advised to visit the site and thoroughly understand the nature and scope of work and be familiar with the site conditions before quoting.

I/We have examined the scope of work and terms & conditions of the tender for the said works. If this tender is accepted by TIFR- Hyderabad, I/We hereby agree to execute the works in accordance with terms and conditions of the tender.

Date:

Signature and Name of the authorized person

of the firm/contractor with office seal