



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2025/B/5962056  
Dated/दिनांक : 17-02-2025

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	28-02-2025 11:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	28-02-2025 11:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Pmo
Department Name/विभाग का नाम	Department Of Atomic Energy
Organisation Name/संगठन का नाम	Tata Institute Of Fundamental Research Hyderabad
Office Name/कार्यालय का नाम	Hyderabad
क्रैता ईमेल/Buyer Email	buycon3.tifrh.ts@gembuyer.in
Item Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Highly-Skilled; As per Scope of Work Document; Non-IT Technical , Manpower Outsourcing Services - Minimum wage - Skilled; As per Scope of Work Document; Non-IT Technical , Manpower Outsourcing Services - Minimum wage - Semi-skilled; As per Scope of Work Document; Non-IT Technical
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	34 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	7 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

<b>Bid Details/बिड विवरण</b>	
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>	Yes
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	3 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	8577000
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes
<b>Arbitration Clause</b>	Yes ( <a href="#">Arbitration clause document</a> ) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
<b>Mediation Clause</b>	Yes ( <a href="#">Mediation clause document</a> ) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 mediation clause should not be routinely included in contracts and pre-litigation mediation can be taken up without any such clause also

#### **EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	171600

#### **ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Administrative Officer

Hyderabad, Department of Atomic Energy, TATA INSTITUTE OF FUNDAMENTAL RESEARCH HYDERABAD, PMO (Desharaju Hari Prasad)

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or

2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or

3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:As per Scope of Work Document**

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:As per Scope of Work Document**

**Geographic Presence: Office registration certificate:**The bidder must have a registered office in Hyderabad. If the Bidder does not have such office as per the location mentioned, the bid will be rejected. please submit the relevant proof.

**Scope of work & Job description:**[1739783323.pdf](#)

**In case, the buyer wants to retain some of the existing resources then buyer is needed to upload the list of resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract as per the T&C of new contract concluded on the basis of this bid along with approval of Competent Authority.:[1739783327.pdf](#)**

**Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:**[1739783333.pdf](#)

**Pre Bid Detail(s)**

Pre-Bid Date and Time	Pre-Bid Venue
19-02-2025 15:00:00	TIFR Hyderabad is inviting you to a scheduled Zoom meeting.  Topic: Meeting Time: Feb 19, 2025 03:00 PM India Join Zoom Meeting <a href="https://tifrh-res-in.zoom.us/j/94853413653?pwd=sGZ6FXmTjkPEzGI15W9zp4R7SKgbbY.1">https://tifrh-res-in.zoom.us/j/94853413653?pwd=sGZ6FXmTjkPEzGI15W9zp4R7SKgbbY.1</a>  Meeting ID: 948 5341 3653 Passcode: 647573  Bidder may also attend Pre-Bid meeting offline with valid authorization letter and id proof.

**Manpower Outsourcing Services - Minimum Wage - Highly-Skilled; As Per Scope Of Work Document; Non-IT Technical ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Highly-Skilled
Educational Qualification	As per Scope of Work Document
Type of Function	Non-IT Technical
List of Profiles	As per Scope of Work Document
Specialization	Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)

Specification	Values
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	As per Scope of Work Document
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	Leave wages @ 4.81% on minimum wages
Title for Optional Allowances 2	Other Allowance
Designation	Head Supervisor

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajasekhar Rajapurmath	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	1	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 1035</li> <li>• Bonus (INR per day) : 86.22</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 49.78</li> <li>• Optional Allowances 2 (INR per day) : 653.85</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 16</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 228.11</li> <li>• ESI (INR per day) : 26.25</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Highly-Skilled; As Per Scope Of Work Document; Non-IT Technical ( 5 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Highly-Skilled

Specification	Values
Educational Qualification	As per Scope of Work Document
Type of Function	Non-IT Technical
List of Profiles	As per Scope of Work Document
Specialization	Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	As per Scope of Work Document
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	Leave wages @ 4.81% on minimum wages
Title for Optional Allowances 2	Other Allowance
Designation	Supervisor

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajasekhar Rajapurmath	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	5	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 1035</li> <li>• Bonus (INR per day) : 86.22</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 49.78</li> <li>• Optional Allowances 2 (INR per day) : 288.46</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 16</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 182.43</li> <li>• ESI (INR per day) : 26.25</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Skilled; As Per Scope Of Work Document; Non-IT Technical ( 8 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled



Specification	Values
Educational Qualification	As per Scope of Work Document
Type of Function	Non-IT Technical
List of Profiles	As per Scope of Work Document
Specialization	Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	As per Scope of Work Document
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	Leave wages @ 4.81% on minimum wages
Title for Optional Allowances 2	Other Allowance
Designation	Technician

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajasekhar Rajapurmath	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	8	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 954</li> <li>• Bonus (INR per day) : 79.47</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 45.89</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 16</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 134.92</li> <li>• ESI (INR per day) : 26.25</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Semi-skilled; As Per Scope Of Work Document; Non-IT Technical ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Semi-skilled

Specification	Values
Educational Qualification	As per Scope of Work Document
Type of Function	Non-IT Technical
List of Profiles	As per Scope of Work Document
Specialization	Engineering(Civil/Mech/Elec./IT /Comp Sc./Electronics/ E&E/Prod/Chem./Biotech)
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	As per Scope of Work Document
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Title for Optional Allowances 1	Leave wages @ 4.81% on minimum wages
Designation	Helper

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajasekhar Rajapurmath	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	1	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 868</li> <li>• Bonus (INR per day) : 72.3</li> <li>• EDLI (INR per day) : 2.88</li> <li>• EPF Admin Charge (INR per day) : 2.88</li> <li>• Optional Allowances 1 (INR per day) : 41.75</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 16</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 122.76</li> <li>• ESI (INR per day) : 26.25</li> <li>• Provident Fund (INR per day) : 69.23</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

## Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

### 1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

## 2. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

### 1. **The Site Visit is mandatory to get eligible to participate in the bid**

\*TIFR will issue a site visit certificate based on the site visit made by the bidder and it is mandatory to upload the same along with other valid documents as per Eligibility Criteria.

(Bidder requires to submit authorization letter along with id proof for the site visit)

### 2. **The bidder requires to submit the valid documents as mentioned in the Eligibility Criteria (See Scope of Work Document).**

## 3. **Generic**

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

## 4. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

## 5. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

## 6. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

## 7. **Payment**

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

## 8. **Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

TATA INSTITUTE OF FUNDAMENTAL RESEARCH, HYDERABAD  
payable at  
Hyderabad

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

## 9. **Forms of EMD and PBG**

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

TATA INSTITUTE OF FUNDAMENTAL RESEARCH, HYDERABAD

. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

#### 10. **Forms of EMD and PBG**

Bidders can also submit the EMD with Banker's Cheque in favour of

TATA INSTITUTE OF FUNDAMENTAL RESEARCH, HYDERABAD  
payable at  
Hyderabad

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

#### 11. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

#### 12. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

## **Disclaimer/अस्वीकरण**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.

11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---

File No.1/27(1)/2024-LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 186(E) dated **19<sup>th</sup> January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance for the employees employed in **Agriculture** w.e.f. **01.10.2024** on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024:-

Category of worker	Rates of V.D.A. Area wise per day (in Rupees)		
	'A'	'B'	'C'
Unskilled	167	154	152
Semi-Skilled/Unskilled Supervisory	182	167	155
Skilled/Clerical	198	182	167
Highly Skilled	218	204	182

Therefore, the minimum rates of wages including the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2024 to the employees working in Agriculture shall be as under:-

Category of worker	Rates of wages including V.D.A. Area wise per day (in Rupees)		
	A	B	C
Unskilled	333+167=500	303+154=457	300+152=452
Semi- Skilled/Unskilled Supervisory	364+182=546	335+167=502	307+155=462
Skilled/Clerical	395+198=593	364+182=546	334+167=501
Highly Skilled	438+218=656	407+204=611	364+182=546

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19<sup>th</sup> January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)



F.No.1/27(2)/2024-LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2413(E) dated **28<sup>th</sup> July, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024;-

Rates of Variable Dearness Allowance for employees employed in employments in **Gypsum Mines, Barytes Mines, Bauxite Mines, Manganese Mines, China Clay Mines, Kyanite Mines, Copper Mines, Clay Mines, Magnesite Mines, White Clay Mines, Stone Mines, Steatite Mines (including the mines producing Soap Stones and Talc), Ochre Mines, Asbestos Mines, Fire Clay Mines, Chromite Mines, Quartzite Mines, Quartz Mines, Silica Mines, Graphite Mines, Felspar Mines, Laterite Mines, Dolomite Mines, Red Oxide Mines, Wolfram Mines Iron Ore Mines, Granite Mines, Rock Phosphate Mines, Hematite Mines, Marble and Calcite Mines, Uranium Mines, Mica Mines, Lignite Mines, Gravel Mines, Slate Mines and Magnetite Mines.**

Category of worker	Rates of V.D.A. (in Rs.) per day	
	For work above ground	For work below ground
Unskilled	176	218
Semi-Skilled/Unskilled Supervisory	218	260
Skilled/ Clerical	260	302
Highly Skilled	302	337

Therefore the minimum rates of wages showing the basic rates and Variable Dearness Allowance Payable w.e.f. 01.10.2024 will be as under:-

Category of worker	Rates of wages including V.D.A. (in Rs.) per day	
	For work above ground	For work below ground
Unskilled	350+176=526	437+218=655
Semi-Skilled/ Unskilled Supervisory	437+218=655	523+260=783
Skilled/ Clerical	523+260=783	610+302=912
Highly Skilled	610+302=912	683+337=1020

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19<sup>th</sup> January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)

F.No.1/27(3)/2024-LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 188(E) dated **19<sup>th</sup> January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024;-

The rates of Variable Dearness Allowance for employees employed in **CONSTRUCTION OR MAINTENANCE OF ROADS OR RUNWAYS OR IN BUILDING OPERATIONS INCLUDING LAYING DOWN UNDERGROUND ELECTRIC, WIRELESS, RADIO, TELEVISION, TELEPHONE, TELEGRAPH AND OVERSEAS COMMUNICATION CABLES AND SIMILAR OTHER UNDERGROUND CABLING WORK, ELECTRIC LINES, WATER SUPPLY LINES AND SEWERAGE PIPE LINES.**

Category of worker	Rates of V.D.A. Area wise per day (in Rupees)		
	A	B	C
Unskilled	260	218	176
Semi-Skilled/Unskilled Supervisory	289	245	204
Skilled/Clerical	317	289	245
Highly Skilled	342	317	289

Therefore the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2024 will be as under :-

Category of worker	Rates of wages including V.D.A. per day (in Rupees)		
	A Area	B Area	C Area
Unskilled	523+260=783	437+218=655	350+176=526
Semi-Skilled/Unskilled Supervisory	579+289=868	494+245=739	410+204=614
Skilled/ Clerical	637+317=954	579+289=868	494+245=739
Highly Skilled	693+342=1035	637+317=954	579+289=868

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19<sup>th</sup> January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)

F.No.1/27(4)/2024-LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 192(E) dated **19<sup>th</sup> January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024:-

Rates of VDA for employees employed in loading and unloading in **(i) Goods sheds, Parcel Offices of Railways, (ii) Other Goods-Sheds, Go-downs, Warehouses and other similar employments ; (iii) Docks and Ports; and (iv) Passengers and Goods and Cargo Carried out at Airports (both international and domestic).**

Therefore, the minimum rates of wages including the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2024 to the employees shall be as under:-

AREA	RATES OF V.D.A. PER DAY (IN RS.)
'A'	260
'B'	218
'C'	176

Therefore the minimum rates of wages showing the basic rates and variable Dearness Allowance payable w.e.f. 01.10.2024 shall be as under:-

AREA	RATES OF WAGES PLUS V.D. A. PER DAY			
	Basic Wages (Rs.)		V.D.A. (Rs.)	Total (Rs.)
'A'	523	+	260	= 783
'B'	437	+	218	= 655
'C'	350	+	176	= 526

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19<sup>th</sup> January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)

No.1/27(5)/2024-LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 190(E) dated 19<sup>th</sup> January, 2017 of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024;-

**RATES OF V.D.A.FOR EMPLOYEES EMPLOYED IN "Employment of Sweeping and Cleaning excluding activities prohibited under the Employment of Manual Scavengers and Construction of Dry Latrines (Prohibition) Act, 1993".**

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	260
B	218
C	176

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2024 shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY				
	Basic Wages (Rs.)	V.D.A (Rs.)	Total (Rs.)		
A	523	+	260	=	783
B	437	+	218	=	655
C	350	+	176	=	526

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19<sup>th</sup> January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)

File No.1/27(6)/2024-LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 191(E) dated **19<sup>th</sup> January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024;-

I. RATES OF VDA. for employees employed in **WATCH & WARD (without arms)** shall be as under:-

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	317
B	289
C	245

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2024 to employees employed in **WATCH AND WARD (without arms)** shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY		
	Basic Wages (Rs.)	V.D.A. (Rs.)	Total (Rs.)
A	637	+	317 = 954
B	579	+	289 = 868
C	494	+	245 = 739

II. RATES OF VDA for employees employed in **WATCH AND WARD (with arms)** shall be as under:-

AREA	RATES OF VDA PER DAY (in Rs.)
A	342
B	317
C	289

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f. 01.10.2024 to employees employed in **WATCH AND WARD (with arms)** shall be as under:-

AREA	RATES OF WAGES PLUS VDA PER DAY		
	Basic Wages (Rs.)	VDA. (Rs.)	Total (Rs.)
A	693	+	342 = 1035
B	637	+	317 = 954
C	579	+	289 = 868

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19<sup>th</sup> January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)

File No.1/27/(7)2024 LS-II  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner(C)  
New Delhi

Dated: 25/09/2024

**ORDER**

In exercise of the powers conferred by Central Government vide Notification No. S.O. 189(E) dated **19<sup>th</sup> January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 402.09 from 399.70 as on 30.06.2024 (Base 2016=100) and thereby resulting in an increase of 2.40 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2024;-

Rates of VDA for employees employed in "**STONE MINES**" shall be as under:-

Item of work	Rates of Variable Dearness Allowance as on 01.10.2024
1. Excavation & removal of over burden with 50 meters lead/ 1.5 meters lift. *	
(i) Soft Soil	Rs.179
(ii) Soft Soil with rock	Rs.264
(ii) Rock	Rs.350
2. Removal and stacking of rejected stones with 50 metres lead/ 1.5 Metres lift. *	Rs.143
3. Stone breaking or Stone Crushing for the Stone size of:-	
1.0 inch to 1.5 inches	Rs.1061
Above 1.5 inches to 3.0 inches	Rs.907
Above 3.0 inches to 5.0 inches	Rs.535
Above 5.0 inches	Rs.441

Therefore, the minimum piece rate wages showing the basic and Variable Dearness Allowance payable w.e.f. 01.10.2024 to the employees employed in Stone Mines shall be as under:-

<b>Category</b>	<b>Basic Wages</b>	<b>VDA</b>	<b>Total</b>
1. Excavation & removal of over burden with 50 meters Lead/1.5 Meters lift. *			
(i) Soft Soil	Rs.351	+ Rs.179	= Rs. 530
(ii) Soft Soil with rock	Rs.531	+ Rs.264	= Rs. 795
(iii) Rock	Rs.703	+ Rs.350	= Rs.1053
2. Removal and stacking of rejected stones with 50 meters lead/ 1.5 meters lift. *	Rs. 283	+ Rs.143	= Rs.426
3. Stone Breaking or Stone Crushing for stone size of category **			
	<b>Basic Wages</b>	<b>VDA</b>	<b>Total</b>
(i) 1.0 inch to 1.5 inches	Rs.2171	+ Rs1061	= Rs.3232
(ii) Above 1.5 inches to 3.0 inches	Rs.1857	+ Rs.907	= Rs.2764
(iii) Above 3.0 inches to 5.0 inches	Rs.1088	+ Rs.535	= Rs.1623
(iv) Above 5.0 inches	Rs.893	+ Rs.441	= Rs.1334

The workers employed on minimum guaranteed time rate of wages per day shall be entitled to time rate of minimum wages plus special allowance, if any, for unskilled category of above ground workers revised from time to time by the Central Government in respect of scheduled employment in stone mines.

\* Per 2.831 cube meters (100 cubic feet)

\*\* Per truck load of 5.662 cubic meters (200 cubic feet)



(Dr. Onkar Sharma)  
Chief Labour Commissioner(C)

No.F.1/2/2024-PPD  
Government of India  
Ministry of Finance  
Department of Expenditure  
Procurement Policy Division

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502, Lok Nayak Bhawan,  
Khan Market, New Delhi  
03.06.2024

**OFFICE MEMORANDUM**

**Subject:- Guidelines for Arbitration and Mediation in Contracts of Domestic Public Procurement – reg.**

In recent decades, there has been an increasing resort to arbitration as a mean of alternative dispute resolution with a view to reducing litigation and achieving quick and efficient settlement of contractual disputes. Arbitration as a remedy is based on explicit provision in a contract and is not a judicial process. Arbitration can cover a whole range of contractual matters, including disputes between private sector parties where the Government or a public sector undertaking is not involved.

2. Arbitration is expected to provide several advantages compared to the process of litigation in the Courts:

- (i) **Speed**: It is expected to result in quicker resolution of disputes.
- (ii) **Convenience and Technical Expertise**: As it is not a judicial process, it provides greater convenience and less formality, enabling persons other than serving Judges (including technical experts) to act as Arbitrators. This may improve the quality of factual decision making, especially on technical issues.
- (iii) **Finality**: Under the Arbitration and Conciliation Act, 1996, the decisions of the Arbitrators are final, and grounds for challenge in Courts are very limited. Hence, finality is an expected benefit of arbitration.

3. Recent developments, namely the enactment of the Mediation Act, 2023 and Court decisions, combined with the experience gained over many years have necessitated a re-examination of the Government's approach towards arbitration vis-à-vis other methods of dispute resolution, such as mediation and litigation.

4. The Government (or a Government entity or agency) as a disputant has certain peculiarities:

- (i) The system of decision-making in Government involves accountability to Parliament. The law requires the Government to act fairly without



arbitrariness. There are multiple levels of scrutiny before and after decisions are taken. Acceptance of an adverse award when judicial avenues are not exhausted is often perceived to be improper by various authorities, despite the 'finality' envisaged in theory.

- (ii) The necessity for fairness and non-arbitrariness makes it difficult to accept arbitration awards if they vary from the practice followed for other similarly-placed contractors who are not involved in the arbitration.
- (iii) Officers in Government and its undertakings are transferrable and hence the personal knowledge of an officer involved in an arbitration matter may not be as deep as of the opposing private party. This handicaps the Government when presenting its case before arbitrators.

5. Notwithstanding the expected benefits of arbitration, the actual experience of arbitration in respect of contracts where the Government (or a Government entity or agency, such as a public sector enterprise) is a party have been, in many cases, unsatisfactory in meeting the expectations:

- (i) The process of arbitration itself takes a long time and is not as quick as envisaged, besides being very expensive too.
- (ii) The reduced formality, combined with the binding nature of decisions, has often led to wrong decisions on facts and improper application of the law. The arbitral process being contractual and intended to be final with very limited further recourse, is also exposed, particularly in matters of high financial value, to perceptions of wrong-doing including collusion. It is noteworthy that arbitrators are not necessarily subject to the high standards of selection which are applied to the judiciary and to judicial conduct. Further, proceedings are conducted behind closed doors and not in open court. There have been judicial decisions regarding impropriety on the part of arbitrators and there is little accountability for such wrong decisions, if taken by arbitrators.
- (iii) The benefit of finality has also not been achieved. A large majority of arbitration decisions are being challenged in the Courts both by the Government (or its entity or agency) and by the opposite party, when the decision of the arbitrators is not to the satisfaction of either party. The expectation that challenge to arbitration award would be rare, has not been realised in practice. Therefore, instead of reducing litigation, it has become virtually an additional layer and source of more litigation, delaying final resolution. The objective of relieving the burden on Courts has generally not been achieved.



- (iv) The intended finality, though often not realised in practice, also has a bearing on possible civil and criminal actions, attendant to the subject matter of the disputes.
- (v) In many cases, a commercial and sensible practical approach if resorted to, may indeed amicably resolve the issues at the threshold, but the existence of an arbitration clause makes it easy for officers to avoid taking a decision by letting the dispute go to arbitration. Thereafter, in the adversarial process, realistic claims and counter-claims are often replaced by inflated claims, counter-claims or cross-claims and arbitral process many a time ends in concluding resolutions which are in-between or extreme in nature, when in reality, the intrinsic actual claims are far smaller.

6. Adjudication by the courts is a remedy which always exists wherever there is no arbitration clause. However, another alternative to arbitration is mediation, which is a process whereby parties attempt to reach an amicable settlement of their dispute with the assistance of a third person (mediator) who does not have the authority to impose a settlement upon the parties to a dispute. There are successful models of mediation/ conciliation being practiced in certain Government entities, for example in the oil and gas sector. Section 48 of the Mediation Act, 2023 allows the Government or any Government entity or agency to frame schemes or guidelines for resolution of disputes through mediation or conciliation, and in such cases, a mediation or conciliation may be conducted in accordance with such schemes or guidelines.

7. Keeping all these factors in view, the following guidelines are issued for contracts of domestic procurement by the Government and by its entities and agencies (including Central Public Sector Enterprises [CPSEs], Public Sector Banks [PSBs] etc. and Government companies):

- (i) Arbitration as a method of dispute resolution should not be routinely or automatically included in procurement contracts/ tenders, especially in large contracts.
- (ii) As a norm, arbitration (if included in contracts) may be restricted to disputes with a value less than Rs. 10 crore. This figure is with reference to the value of the dispute (not the value of the contract, which may be much higher). It may be specifically mentioned in the bid conditions/ conditions of contract that in all other cases, arbitration will not be a method of dispute resolution in the contract.
- (iii) Inclusion of arbitration clauses covering disputes with a value exceeding the norm specified in sub-para (ii) above, should be based on careful application of mind and recording of reasons and with the approval of:

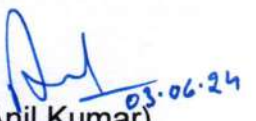


- a. In respect of Government Ministries/ Departments, attached/ subordinate offices and autonomous bodies, the Secretary concerned or an officer (not below the level of Joint Secretary), to whom authority is delegated by the Secretary.
  - b. In respect of CPSEs/ PSBs/ Financial Institutions etc., the Managing Director.
- (iv) In matters where arbitration is to be resorted to, institutional arbitration may be given preference (where appropriate, after considering reasonableness of the cost of arbitration relative to the value involved).
- (v) In matters covered by arbitration/ court decisions, the guidance contained in General Instructions on Procurement and Project Management dated 29.10.2021 should be kept in mind. In cases where there is a decision against the government/ public sector enterprise, *the decision to challenge/ appeal should not be taken in a routine manner, but only when the case genuinely merits going for challenge/ appeal and there are high chances of winning in the court/ higher court.*
- (vi) Government departments/ entities/ agencies should avoid and/ or amicably settle as many disputes as possible using mechanisms available in the contract. Decisions should be taken in a pragmatic manner in overall long-term public interest, keeping legal and practical realities in view, without shirking or avoiding responsibility or denying genuine claims of the other party.
- (vii) Government departments/ entities/ agencies are encouraged to adopt mediation under the Mediation Act, 2023 and/ or negotiated amicable settlements for resolution of disputes. Where necessary, e.g. matters of high value, they may proceed in the manner discussed below:
- a. Government departments/ undertakings may, where they consider appropriate e.g. in high value matters, constitute a High-Level Committee (HLC) for dispute resolution which may include:
    - i. A retired judge.
    - ii. A retired high-ranking officer and/ or technical expert.
- This composition is purely indicative and not prescriptive.
- b. In cases where a HLC is constituted, the Government department/ entity/ agency may either
    - i. negotiate directly with the other party and place a tentative proposed solution before the HLC; or



- ii. conduct mediation through a mediator and then place the tentative mediated agreement before the HLC; or
  - iii. use the HLC itself as the mediator.
- c. This will enable decisions taken for resolving disputes in appropriate matters to be scrutinized by a high-ranking body at arms-length from the regular decision-making structure, thereby promoting fair and sound decisions in public interest, with probity.
- (viii) There may be rare situations in long duration works contracts where, due to unforeseen major events, public interest may be best served by a re-negotiation of the terms. In such circumstances, the terms of the tentative re-negotiated contract may be placed before a suitably constituted High Level Committee before approval.
  - (ix) Approval of the appropriate authority will need to be obtained for the final accepted solution. Section 49 of the Mediation Act, 2023 is also relevant in this regard.
  - (x) Mediation agreements need not be routinely or automatically included in procurement contracts/ tenders. The absence of a mediation agreement in the contract does not preclude pre-litigation mediation. Such a clause may be incorporated where it is consciously decided to do so.
  - (xi) Disputes not covered in an arbitration clause and where the methods outlined above are not successful, should be adjudicated by the courts.

8. General or case-specific modification in the application of the above guidelines may be authorised by the Secretary concerned (or an officer not below the level of Joint Secretary to whom the authority is delegated by him) in respect of Government Ministries/ Departments, attached/ subordinate offices and autonomous bodies, or the Managing Director in respect of Central Public Sector Enterprises including Banks and Financial Institutions etc.

  
(Anil Kumar)

Deputy Secretary (Procurement Policy)  
Tel.24627920  
email: anil.kumar14@nic.in

To

1. Secretaries of all Ministries/ Departments of Government of India for information and necessary action. They are also requested to inform these provisions to all procuring entities under their administrative control.
2. Secretary, Department of Public Enterprises with a request to reiterate these instructions in respect of all Central Public Sector Enterprises.

3. Secretary, Department of Financial Services with a request to reiterate these instructions in respect of all Public Sector Financial Institutions.
4. Financial Advisers of All Ministries /Departments of Government of India for information and necessary action.
5. Chief Secretaries of State Governments for information.

## **RETAINING OF THE EXISTING RESOURCES**

- Existing resources to be continued By The Successful Bidder/Service Provider Under The New Contract As Per The T&C Of New Contract Concluded On The Basis Of This Bid.
- TIFR Hyderabad will intimate the List of Resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract once contract is concluded.
- The decision of competent authority in this regard will be binding for the Successful Bidder/Service Provider under The New Contract.

To

Engineer (E) Electrical–TIFR Hyderabad

I /We the undersigned give our compliance to this above-mentioned information/Condition of the GEM BID by TIFR Hyderabad.

***BIDDERS COMPETENT AUTHORITY NAME, SIGN & DATE  
WITH STAMP / SEAL OF ORGANIZAT***

टाटा मूलभूत अनुसंधान संस्थान  
**TATA INSTITUTE OF FUNDAMENTAL RESEARCH**  
भारत सरकार के परमाणु ऊर्जा विभाग की स्वायत्त संस्था एवं समविश्वविद्यालय  
(An Autonomous Institute of the Department of Atomic Energy,  
Government of India, and a Deemed University)  
सर्वेक्षण संख्या 36 / पी, गोपनपल्ली गांव, सेरिलिंगमपल्ली मंडल, रंगारेड्डी जिला, हैदराबाद - 500 046  
Survey No.36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad - 500 046

Telephone:+91-40-20203009	Date: 17.02.2025
Website : <a href="http://www.tifrh.res.in">www.tifrh.res.in</a>	Email: <a href="mailto:krishnaae@tifrh.res.in">krishnaae@tifrh.res.in</a>

### Notice Inviting Tender - TWO PART

Name of the Item/requirement	Annual Maintenance Contract (AMC) for “Operation and Maintenance of Electrical installations on 24 x 7 basis” on all days at TIFR, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500046
Qty:-	As per the technical specifications mentioned below
Estimate Value (INR)	Rs.85,77,000/-
EMD	Rs.1,71,600/-
Schedule for Site Visit/Survey	From 18.02.2025 to 27.02.2025 <i>[Please Note that Site Visit is Mandatory to get eligible to participate in the bid]</i> *TIFR will issue a site visit certificate based on the site visit made by the bidder and it is mandatory to upload the same along with other valid documents as per Eligibility Criteria. <b>(Bidder requires to submit authorization letter along with id proof for the site visit)</b>
Pre-Bid Meeting	19.02.2025 at 15:00 Hrs (Zoom link provided in the GEM bid) Bidder may also attend Pre-Bid meeting offline mode with valid authorization letter and id proof.

### Details of Manpower

Sl. No.	Item Description	Unit	Qty
1	Engage of Head Supervisor (Highly Skilled)	NOS	1
2	Engage of Supervisor (Highly Skilled)	NOS	5
3	Engage of Technician ( Skilled)	NOS	8
4	Engage of Helpers ( Semi Skilled)	NOS	1

The contractor should deploy experienced manpower to carry out maintaining and operation of Electrical installations services as under:

- Head Supervisor should be a “Minimum Diploma having minimum 5 years of experience in maintaining and operation of Electrical installations” OR “ITI having minimum 8 years of experience in maintaining and operation of Electrical Installations”
- Supervisor should be a “Minimum Diploma having minimum 3 years of experience in maintaining and operation of Electrical installations” OR “ITI having minimum 5 years of experience in maintaining and operation of Electrical installations”.
- Technician should be an ITI having minimum 1 to 2 years of experience in maintaining and operation of Electrical installations.
- Helpers should have a minimum of 0 to 1 years experience.

***The Contractors who are having their office at Hyderabad and registered/empanelled with Premier Research Institutes, Universities, IITs, Research Laboratories, Central/State Govt./ Govt. Undertakings Institutes, etc. having experience in executing similar nature of works may apply in the prescribed form as given. The Eligibility Criteria, Scope of Work, General Terms & Conditions and special conditions of contract are given in tender.***

Contacts: Mr. P. Kumar (9948990721/7989227199) or Ms. P. Hemalatha (040 20203003) for details regarding Site Visit or any other clarifications

**Engineer (E) Electrical  
TIFR Hyderabad**



**RETAINING OF THE EXISTING RESOURCES**

Existing resources to be continued By The Successful Bidder/Service Provider Under The New Contract As Per The T&C Of New Contract Concluded On The Basis Of This Bid.

TIFR Hyderabad will intimate the List of Resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract once contract is concluded.

The decision of competent authority in this regard will be binding for the Successful Bidder/Service Provider under The New Contract.

To

Engineer (E) Electrical-TIFR Hyderabad

I /We the undersigned give our compliance to this above-mentioned information/Condition of the GEM BID by TIFR Hyderabad.

***BIDDER COMPETENT AUTHORITY NAME, SIGN & DATE  
WITH STAMP / SEAL OF ORGANIZATION***

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(To be submitted on firm/contractor's letterhead)

No.....

Date:.....

To  
Engineer (E) Electrical,  
TIFR-Hyderabad,  
Survey No. Survey No. 36/P, Gopanpally Village,  
Serilingampally Mandal,  
Ranga Reddy District, Hyderabad 500046.

Dear Sir,

**Annual Maintenance Contract for "Operation and Maintenance of Electrical installations on 24 x 7 basis" on all days at TIFR, Survey No. 36/P, Gopanpally(Village), Serilingampally(Mandal), RR Dist, Hyderabad-500046**

With reference to your Notice for AMC for 24X7 basis operation and maintenance of Electrical 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

- i) We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
- ii) 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.
- iii) Business has never been banned by the Central / State Government Department/ Public Sector Undertaking or Enterprise of Central / State Government.
- iv) We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
- v) 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.

Yours faithfully,

(Signature of the authorized person of the firm/contractor with office seal)

**BASIC INFORMATION**

**Annual Maintenance Contract for “Operation and Maintenance of Electrical installations on 24x7 basis” on all days at TIFR, Survey No. 36/P, Gopanpally (Village), Serilingampally (Mandal), RR Dist, Hyderabad-500046.**

1	Name of the Contractor / Firm / Organization / Company.	
2	Official Address for Correspondence with Telephone / Mobile Nos & Email Id	
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)	To be filled by the vendors
	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 Electrical license	
	i. Registering Authority	
	ii. Reg No.	
iii. Date of issue.		
iv. Date of expiry.		
	(Copies to be enclosed).	

8	a	Details of Income Tax Permanent Account Number (PAN No.) .	To be filled by the vendors
	b)	Details of TIN No.	
	c)	Details of EPF No.	
	d)	Details of ESI No.	
	e)	Details of GST No. (enclose a copy of the certificate competent Authority)	
9	Annual turnover of the firm for the last three years (in Rs. Lakhs) (Furnish copies of Balance Sheet and Profit & Loss Account)		a) For F.Y. 2023-24:
			b) For F.Y. 2022-23:
			c) For F.Y. 2021-22:
10	Whether registered / empaneled with any of the Govt., Semi Govt., MES, IIT, NIT, IISc, Govt. Undertaking, Public Sectors etc. as approved contractors and if so, furnish details		
11	Whether any technical personnel are employed with the Firm / Organization and if so, give details of their experience, qualification		
12	If involved in any litigation earlier with any organization. If so, please submit the details.		
13	Any civil suits pending in any of the works executed. If so, furnish details.		

- **Eligibility criteria:**

1. The contractor should have a valid 33KV 'A' Grade Electrical Contractor's License issued by local Competent authority.
2. The contractor should have a Registered office in Hyderabad, proof of document to be submitted.
3. The contractor should submit the copy of "Site Visit/Survey Letter" issued by the TIFR Hyderabad
4. The contractor should have at least 3 years of experience in providing Operation & Maintenance of respective areas.
5. Annual average turnover of the contractor during the last 3 years ending March 31, 2024 should be at least Rs.34.30 Lakhs
6. IT Returns for the last three consecutive financial years ending March 31, 2024
7. The contractor should have valid registration with all Statutory Authorities such as Registrar of firms, Central/State Labour Dept(with valid license), ESI, PF, GST, PAN etc.
8. The contractor should submit a solvency certificate for not less than Rs.34.30 lakhs issued by any nationalized banks within six months from the date of bid.
9. The contractor should have successfully completed similar works (i.e. Operation and Maintenance of Electrical installations) during last 7 years (ie. till the last date of month previous to the date of application issued) as under:
  - 9.1. One similar work costing Rs.68.61 Lakhs or
  - 9.2. Two similar works costing Rs.42.88 Lakhs or
  - 9.3. Three similar works costing Rs.34.30 Lakhs during the last 7 financial years ended on the end date of receiving tender for Research Institutes, Universities, Private Laboratories, R & D institutes, etc. in any Government /PSU/Private organizations of repute.  
**Work completion certificates/CRAC along with work order shall be submitted for similar work experience**
10. The contractor should submit a Certificate of Local Content

(All above valid documents need to be submitted to get qualified technically. **The contractor fails to submit any of the valid documents as per above eligibility criteria, will be summarily rejected without assigning any reason.**)

**Note:**

- The details furnished shall be for the maintenance jobs & not for the installation works. The contractor must have experience in operation & maintenance of Electrical installations. **The vendors submitting the credential of installation works shall not be eligible for prequalification.**
- The track record of the contractor should be clean and he should not have any involvement in any illegal activities or frauds.
- The contractor has to submit the filled forms/annexure as requested in the tender document.

## ELECTRICAL

### DETAILS OF WORK:

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

### Electrical installations Operation & Preventive Maintenance

1. Routine maintenance of all electrical installations such as substation equipment including Metering & RMU, Transformers with OLTC, HT & LT Cables, HT&LT panels including CT/PT, Capacitor Panel and capacitor banks, Battery charger panel & Batteries, Busbar Trunking, HVAC Plant panels, DG Sets with AMF panels, Main & Emergency Distribution boards, Power Distribution panels, Pump-motors, UPS, Sewage pump, general lighting, earthing etc. in TIFR- Gopanpally(V), Serilingampally(Mandal), Gachibowli, Hyderabad.
2. Attending to day-to-day fault/complaints of any kind of light/fan fittings, water heaters, heaters, water pumps, motor starters, Busbar Trunkings, UPS panel, LT Panel, HT Panel, HVAC & VRV plant panels, Transformers and all other Electrical Panels for Fire Pump, STP, Rain water Harvesting, etc. in FReTB.
3. Attending HT/LT cable faults, cable fault location, joint & termination of cable, re-termination, if required. The contractor shall arrange to give temporary connection if the cable fault could not be rectified within a day.
4. During breakdowns, the electrical staff should immediately rectify the problem or contact the respective equipment maintenance contractor, if any, for attending the breakdown. In case of major breakdown, the contractor should assist the in charge/department staff till the rectification of the defects.
5. Maintaining a separate register with all the details for the DG operations and maintenance carried out. However, **cost of diesel consumption on actuals and Transportation will be borne by TIFR- Hyderabad.**
6. To check the Power Factor (PF) and operate the capacitor bank to maintain PF above 0.98. A proportionate amount shall be deducted from the monthly submitted by the contractor, in case power factor falls below the minimum stipulated level due to any negligence in maintenance by the contractor.
7. Checking of all earth electrodes including watering them at regular intervals, continuity of earth, measurement of earth resistance and maintaining E-N voltage less than 2 Volts.
8. Preventive maintenance of all electrical installations to be carried out in a well-planned manner with periodicity as detailed in general or as directed by E.I.C.
9. Operation and maintenance of all major electrical installations in accordance with Manufacturer's specifications, instruction Manuals, IE rules and other rules as specified by CEIG/CEA and TSSPDCL.
10. Any other item/work not included above but required for ensuring uninterrupted and smooth electrical maintenance at the TIFR-FReTB campus.
11. Co ordinating & Attending power failures of HT & LT power supply from TSSPDCL.
12. Coordinating with the Central Electricity Authority for their inspections.

### **Periodical Operation & Maintenance activities**

## **Daily**

- Inspection of RMU yard in Plot-A & LT 3 phase supply at Plot-B
- Visual inspection of all electrical panels in the campus, check for any tripping & if found reset the same after checking the proper cause and record the load details (V,I, KW, KVA, P.F. etc) of individual panels.
- Visual inspection of the metering unit and record all energy meter parameters.
- Visual inspection of transformers, checking of oil level in the conservator tank, any oil leakages from the transformer tank, record the OTI, WTI readings and observe any abnormal noise.
- Visual inspection of the battery charger panel and record the parameters of the panel.
- Visual inspection of capacitor panel and to check & record P.F.
- Visual inspection and daily cleaning & operation of DG sets, AMF panel, maintain the diesel in the diesel tank.
- Frequent rounds to site to check the operation & healthiness of equipment
- Check the on/Off status of all lights, if any found in non-working condition, get it illuminated by replacing/repairing the light.
- Attending all complaints in the complaint register book.
- Cleaning of all electrical rooms, battery room.
- Checking of Goods and passenger lifts
- Checking of Fire Alarm Panel
- Checking of Fire Fighting system
- Checking of UPSs and Stabilizers
- Maintain log books, check sheets, various registers etc. properly.
- Submission of daily shift reports to E.I.C.

## **Monthly checks**

- Cleaning of all electrical panels and metering unit premises.
- Coordinate with TSSPDCL person to record the HT meter reading and receiving of energy bills.
- Constantly coordinate with the related equipment monthly maintenance checks for DG Set, HVACs, UPS, Fire Fighting, STP, Rain water Harvesting, Passenger and goods lifts, Water purifiers, etc. and get the servicing done by them.
- Checking of power and lighting DBs.
- Recording energy meters of hostel buildings.

## **Quarterly checks**

- Check the silica gel condition in the transformer, if found in pale yellow colour,reactivate the silica gel.
- Checking the earth connections of every electrical equipment/panel.
- Maintenance of earth electrodes.
- Cleaning and checking of all electrical appliances such as light fittings, ceiling/exhaust fans, switchboard, cable boxes, panels etc.

## **Half yearly checks**

- Measure the insulation resistance of transformers windings & oil, tightening of terminal connections at the transformer HT & LT terminals and testing of protection systems of transformers.
- Measure the insulation resistance of Bus ducts, HT & LT cables and Busbar trunking (BBT).
- Servicing, tightening the terminal connections, checking heaters, illumination, interlocking and protection systems of HT Breakers in RMU yard, HT Panel, Main LT Panel, Main Emergency panel, Battery charger panel, Capacitor bank panel & capacitor banks, HVAC Panels & Main distribution Boards.



- Servicing, testing, operation of Vacuum Circuit Breakers (VCB), Transformer's OLTC & RTCC panel.
- Measure the individual earth electrode resistance.
- Perform the mock drills for electrical safety & electrical shock first aid treatment.

#### Yearly checks

- Conduct a complete energy audit in the campus and submit the recommendations for saving energy.

Annual Maintenance Contract for RMU yard comprises Air Break Switches, Metering, CT&PTs, 33KV VCB, Earthing, etc. Contractor shall have liaisoning with TSSPDCL officials to ensure the continuous power supply at our campus. During power failures, the contractor shall inform the TIFR engineer and at same time shall attend the problem immediately in coordination with TSSPDCL officials to restore the power at our campus in minimum possible time. Contractor shall arrange necessary arrangements for TSSPDCL officials in restoration of power supply.

**Note:** Bidders are advised to visit the site for verification of the complete system.

#### The major electrical items / equipment to be maintained by the contractor are as under:

S. No.	Description	Quantity
1	HT Switch yard including ring- main units (RMU) including 36 KV VCB, Metering Unit, CTs & PTs, Earthing, Etc	1 No.
2	HT panel consisting of 33 KV VCBs (5No.s)	1 No.
3	Transformer with OLTC & RTCC – 2500 KVA	2 Nos.
4	DG Sets – 810 KVA (operation only)& 380 KVA	2 Nos.+1No
5	Main LT panel	1 No.
6	Main Emergency panel	1No.
7	Capacitor Panel & Banks	2 sets
8	MV Panel (Raw & Emergency power)	8 Nos
9	Main Distribution Boards	14 Nos
10	Emergency Main Distribution Boards	13 Nos
11	HVAC AHU & Heater panels	28 Nos
12	VRV Panel	2 Nos
13	LTF Main & Emergency Panel	2 Nos
14	AMF Panels	2 Nos
15	Battery charger panel	1 No
16	RTCC Panel	2 Nos

17	STP panel (Raw & Emergency)	2 Nos
18	Firefighting Panel(Raw)	1 No
19	Rain Water Harvesting Panel	1 No
20	Power & Light Distribution Boards	As at Campus
21	Water pumps including panel	1 Set
22	Street light panel & Electrical fixtures like lighting, street lights, fans, exhaust fans, garden lights etc.	As at Campus
23	UPS systems	As at Campus
24	3 Phase, LT power supply, Metering Unit, etc	Unit (Plot-B)
25	Other miscellaneous electrical panel & electrical works	As at FReTB
26	MV Panel (Raw & Emergency power)- Total -6	Hanger-1 & 2, Plot-B
27	AHU Electrical Panels (Emergency power)- Total -5	Hanger-2, Plot-B
28	Distribution Boards & Power and Lighting	Petawatt Laser Lab
29	Electrical Panels, Power Points etc	Hostel-1 , 2 & 3 and Plot-B

### **Miscellaneous works**

1. Whenever there is a power failure /breakdown from TSSPDCL, the contractor shall be required to coordinate with TSSPDCL officials and ensure power restores within the shortest possible time. **Contractor should be well versed in liaison work with Operations, Lines, MRT and other divisions of TSSPDCL.**
2. The contractor shall arrange for the periodical inspection by competent authority such as Central/State Electrical Inspectorate, Central Electricity Authority (CEA), TSSPDCL etc. **Senior Person engaging in the contract should coordinate with CEA inspection and ensure clearance is obtained for renewal without any comments for the entire Electrical Installations.**
3. All the maintenance works shall be carried out in accordance with the manufacturer's specifications/ Fire and emergency department of Hyderabad.
4. **HT & LT insulation tapes, Waste cotton, Lugs (up to 16 sq.mm), Cable Ties, Screws, Distilled water (50 Ltrs) for batteries etc. to be provided at no extra cost.**
5. **Contractor should provide Uniforms, Shoes, HT & LT Gloves, safety & protection gear, Identity Cards, working tools etc. to the staff deployed, at no extra cost.**
6. **Log book and complaint books, all stationery like registers, sheets, markers, pens and pencils etc. will be supplied by the contractor and no extra payment for these shall be made. Log book format must be approved by TIFR Engineer- in- charge.**

### **TOOLS & PLANTS**

**All the general & special tools for daily operation, tackles, chain pulley blocks etc., required for proper maintenance and repairs/break down etc., shall be arranged by the contractor at his own cost and issued to the staff deployed by him for this work.**

Following calibrated, well maintained instruments ( reputed Make / brand ) should always be available at site;

1. Clamp meter - 2 No
2. Insulation Tester - 1 No
3. Earth Electrode Tester -1No.

The following tools should always be available at the site;

1. Two sets of all sizes double end open spanner & Ring Spanners
2. Two nos. adjustable wrenches each.
3. Three set of Allen keys (2 set metric & 1 set inch)
4. Screw driver set (normal & star) - 3 set
5. Hack saw cutting sets with spare blades - 2 sets
6. Cutting Pliers -2No.s
7. Air Blowers - 2 No
8. Electrician Tools Kit-2 Sets

The Contractor shall attend to all the works 24X7 basis.

**Following maintenance materials should always be available at site:**

**Grease, Gum, Waste cotton, Chemicals to clean fins & Filters, Insulation Tape, etc to be provided at no extra cost.**

**Contractor should provide Uniforms, Shoes, HT & LT Gloves, safety & protection gear, Identity Cards, working tools etc. to the staff deployed, at no extra cost.**

**Log book and complaint books, all stationery like registers, sheets, markers, pens and pencils etc. will be supplied by the contractor and no extra payment for these shall be made. Log book format must be approved by TIFR Engineer- in- charge.**

**General:**

1. All the removed materials for routine maintenance works should be brought to the office for accountability and a separate register needs to be maintained showing all received/used Electrical consumables supplied by the TIFR- Hyderabad. No materials should be left anywhere on the campus.
2. All tools and machinery required for routine works, preventive maintenance etc., shall be provided by the contractor.
3. Contractor will ensure consistency of work and work force, correct troubleshooting, good workmanship, follow all safety procedures and will make all necessary efforts to maintain a healthy environment and reliable services.
4. If any of the staff members appointed by Contractor is found to be 'not competent', he has to be replaced by a right person within a stipulated time as given by Engineer In charge, TIFR-Hyderabad.
5. All the relevant documents pertaining to staff deployed, like copies of job appointment order with the contractor, address proof, photocopy of ID card etc. and any other details as sought shall be provided to TIFR-Hyderabad, by the contractor under his responsibility for the correctness.
6. Wages of the staff deployed should not be less than as that mentioned in Minimum Wage Act applicable to the respective category/experience, as on date. The ESI, PF, gratuity, bonus etc., labour law, other rules & norms requirements as found required for contracts of this nature should be met. The same details shall be submitted along with a tender bid.
7. In no case, the contractor or his/her employees shall claim job / employment with TIFR-Hyderabad. No transport facility shall be provided for the contractors employees by TIFR-Hyderabad.
8. In case of delay, repetition of work, noncompliance, and inadequate staff etc. fine will be imposed as per the fine clause mentioned.
9. Safety aspects in work places have to be followed as per relevant standards & codes. Any accident or damage to death will be treated as negligence & it is purely the responsibility of the contractor. TIFR- Hyderabad is not responsible for any accidents or damages to death. Safety of all the staff under this contract is the sole responsibility of the contractor.
10. Contractor is responsible for the behavior & conduct of his workmen and hence they should be properly educated and controlled.

11. TIFR-Hyderabad / concerned engineers will be authorized to deduct the amount from the contractor bill or security deposit or initiate any other action as found suitable.
12. Contractor must visit the site, understand the site condition, type of work involved, quantum of work etc., for carrying out works, before quoting.
13. All tools and machinery required for routine works, preventive maintenance etc., such as pliers, cutter, screw drivers, spanner set, blower, drill machine, crimping tool, clamp meter, Insulation Tester, Earth electrode resistance tester, pipe wrench, tripod, safety equipment etc. shall be provided by the contractor.
14. All breakdown calls/complaints received during normal working hours should be attended to as early as possible. No complaints should be left unattended and not be postponed to the next day.
15. Any damage caused to any equipment or items available at the office premises due to negligence of the contractor's work force shall be entirely on the contractor; the amount so involved on this account shall be deducted from the payment due to the contractor.
16. All manpower deployed at site shall undergo power medicine & first aid course once in a year.
17. Any electrical work / exigency of TIFR-Hyderabad, even if it is not specifically mentioned in this document shall be carried out by the deployed staff at no extra cost.
18. No work shall be partially or fully stopped for want of personnel or tools or instruments. If such an event occurs, the fine will be levied
19. Documents to be maintained by the contractor :-
  - i. log book of daily events
  - ii. Complaints registers
  - iii. Planning and scheduling of preventive maintenance
  - iv. Reports of preventive maintenance done
  - v. Daily breakdown maintenance/status reports
  - vi. Work permit issue/released
  - vii. Reports of testing/checking done
  - viii. Reports of modification done
  - ix. Attendance sheet.
  - x. Details of plant record book
  - xi. Fuel consumption record

**'FINE' CLAUSE :**

The Availability & functioning of Electrical installations is very essential and critical. Non-availability may result in many tangible & intangible losses in research work, equipment, animals, tissues etc.

Hence all the work routine, servicing, breakdown maintenance has to be carried out in accordance with all standards and statutory norms with minimum time and maximum accuracy to ensure maximum availability. Failure in meeting the above requirements will attract the 'fine' clause as below.

Contractor should depute experienced personnel to carry out maintenance work both low & high side in such a way that the repetition of the problem should be avoided.

If the contractor fails to comply with the tender conditions, penalty would be levied on the following basis:

<b>S.No</b>	<b>Works Not Performed</b>	<b>Penalty</b>
<b>1</b>	<b>Not providing adequate staff as per tender.</b>	<b>Salary for the worker for the day of absence will be deducted from the bill. plus Rs.500/- per day for not providing the labor.</b>
<b>2</b>	<b>Non- payment of minimum wages &amp; any other statutory wages to the workers as per the Central minimum wages act, PF, Insurance act, bonus act etc.</b>	<b>The bill amount will not be paid to the Contractor however the wages will be paid to the workers directly as per their attendance for the month. If not rectified, the contract will be terminated with prior notice.</b>
<b>3</b>	<b>Not performing any activity under "Day to day maintenance"</b>	<b>Rs.5000/- per month for three consecutive times and after that, the contract will be terminated.</b>
<b>4</b>	<b>Penalty will be imposed as per TIFR's discretion, in the case of claiming exorbitant amount for the materials/any other works by the contractor, failing/non-operation of Electrical installations and any other discrepancies found in the contract services other than the above.</b>	

1. The AMC shall be initially for a period of one year and shall be extendable up to two more years on observation of satisfactory performance with the same technical & financial terms and conditions.
2. TIFR Hyderabad deserves the right to increase or decrease the manpower during the contract with the same technical & financial terms and conditions.
3. 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 a monthly basis and in case the services are not found to be satisfactory, the contract shall be terminated even before the expiry of the 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.
4. 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 incurred shall be recovered from the contractor.
5. The contractor shall permit the TIFR- Hyderabad to hold or deduct the amount from the bill for non-performance or part performance or failure to discharge obligations under this contract.
6. The contractor, whose tender is accepted, shall deposit an amount equal to 5 % of the contract value towards Security Deposit for the due performance of the contract, which shall be refundable after expiry/termination of the contract plus 60 days (for settlement of bills). The deposit shall be drawn in favour of "TIFR Centre for Interdisciplinary Sciences, Hyderabad" as interest free security deposit in the form of Demand Draft from any of the Commercial Banks (or) Bank Guarantee from any of the Commercial Banks (or) Fixed Deposit Receipt (FDR) (or) Insurance Surety Bonds.
7. 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 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 within one month from the date of issue of work order.
8. 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.
9. 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.

10. 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 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.
11. 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.**
12. 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.
13. The contractor shall ensure that the character and antecedents of the personnel engaged by him are duly verified before such engagement.
14. 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.
15. 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.
16. The contractor shall ensure that none of his personnel report for duty in a drunken state or consume drugs, prohibited substances, smoke, etc., while on duty.
17. 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, Raincoats, torch lights, Safety accessories & tools that would ensure safety against insects & snakes, dogs and electrocution to all personnel and ensure their cleanliness and upkeep.**
18. 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.**
19. The contractor shall abide by all the rules and regulations laid down by the TIFR-Hyderabad authorities from time to time.



20. 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.
21. 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.
22. 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.
23. 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.
24. 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.
25. 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.
26. The contractor shall remove his personnel peacefully on expiry of contract or on termination of the contract.
27. The contractor shall not subcontract the works unless permitted specifically by the TIFR- Hyderabad in writing.
28. The contractor shall submit the bills in the first week of every month along with a 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.
29. GST, if any, shall be reimbursed by the TIFR- Hyderabad on submission of proof of payment along with monthly bill.
30. The contractor shall execute the agreement related to this contract on Rs.100/- stamp paper as per proforma prescribed by the TIFR- Hyderabad.

**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 labour 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 there under from time to time.
- v. The successful tenderer shall keep all mandatory records like PF, ESI, Bonus etc. of his employees deployed at TIFR, Survey No. 36/P, Gopanpally(Village), Serilingampally Mandal, RR Dist, Hyderabad-500046 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.
- 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 shall report 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 accidents to the competent authority whenever such report is required by law.

**3. Insurance:**

Workman insurance policy in the joint name of TIFR- Hyderabad and the Bidder 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 an 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.

**NOTE:**

- a. 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 emergencies, the contractor shall provide services beyond the above mentioned hours.
- b. 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, duties, insurance, works contract tax, sales tax, VAT etc. all inclusive.
- c. 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.
- d. The quoted rates shall be inclusive of all applicable statutory payments viz. Minimum Wages **(including revisions)**, PF, ESI, Bonus and necessary risk policy for covering the comprehensive risk of all employees etc.
- e. Conditional tenders shall be summarily rejected.
- f. 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.

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- TCIS for any loss or damage that occurs to persons or building or third party shall be minimum Rs.2 lakh per party while executing the work. Third party liability in contractors all risk persons 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-TCIS reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the contractor.
b)	Period of Contract	12 months
c)	EMD to be deposited	Rs.1,71,600/- ( EMD shall be drawn in favour of "TIFR Centre for Interdisciplinary Sciences, Hyderabad")
d)	Security Deposit	Demand Draft @ 5% of the work order value or Bank Guarantee of same value. EMD of successful tenderers will be adjusted against this money. The deposit shall be drawn in favour of "TIFR Centre for Interdisciplinary Sciences, Hyderabad" as interest-free security deposit in the form of Demand Draft from any of the Commercial Banks (or) Bank Guarantee from any of the Commercial Banks (or) Fixed Deposit Receipt (FDR) (or) Insurance Surety Bonds.

## (Annexure-I)

## COMPLIANCE SHEET

<b>Operation &amp; Maintenance of Electrical Installations</b>		
<b>S.No</b>	<b>Details of instruments / working tools/consumables (The following to be provided by the bidder at no extra cost)</b>	<b>Compliance Statement (YES/NO)</b>
1	The contractor should be well versed in liaison work with Operations, Lines, MRT and other divisions of TSSPDCL including power failures	
2	The contractor should coordinate with CEA inspection and ensure clearance is obtained for renewal without any comments for the entire Electrical Installation.	
3	HT & LT insulation tapes, Waste cotton, Lugs (up to 16 sq.mm), Cable Ties, Screws, Distilled water (50 Ltrs) for batteries etc. to be provided at no extra cost	
4	The contractor should provide Uniforms, Shoes, HT & LT Gloves, safety & protection gear, Identity Cards, working tools etc. to the staff deployed, at no extra cost	
5	Log book and complaint books, all stationery like registers, sheets, markers, pens and pencils etc. will be supplied by the contractor and no extra payment for these shall be made. Log book format must be approved by TIFR Engineer- in-charge.	
6	Following calibrated, well-maintained instruments (reputed Make/brand) should always be available at site; 1. Clamp meter - 2 No 2. Insulation Tester - 1 No 3. Earth Electrode Tester -1No.	
7	The following tools should always be available at site; 1. Two sets of all sizes double end open spanner & Ring Spanners 2. Two nos. adjustable wrenches each. 3. Three set of Allen keys (2 set metric & 1 set inch) 4. Screwdriver set (normal & star) - 3 set 5. Hack saw cutting sets with spare blades - 2 sets 6. Cutting Pliers -2No.s 7. Air Blowers - 2 No 8. Electrician Tools Kit-2 Sets	
8	All the general & special tools for daily operation, tackles, chain pulley blocks etc. for proper maintenance and repairs/break down etc. shall be arranged by the contractor at his own cost if required	
9	First Aid Certificate for all staff members	

(Annexure-II)

PERFORMANCE STATEMENT/CLIENTELE/LIST OF USER

**Attach the separate sheet in the same format if above place is not sufficient**

S. No.	Name of the Dept. / Organization & Name of contract person with Phone No. Contact	Period		No. of manpower deployed	Contract Order No
		From	To		
1.					
2.					
3.					
4					
5					

**Competent Authority to sign:**  
**Name, Designation, Date with**  
**stamp & seal of origination:**

**(Annexure-III)**  
**FINANCIAL INFORMATION**

**CERTIFICATE FROM CHARTERED**  
**ACCOUNTANT**

This is to certify that annual Turnover of M/s..... PAN No: ..... GST No: ..... having its office at ..... is in the '**Outsourcing of Manpower Service**' business & for the last 03 financial years in similar nature of work turnover are as follows:-

<b>Financial Years</b>	<b>Turnover (in Rs.)</b>	<b>Profit</b>	<b>Loss (if any)</b>
2021-22			
2022-23			
2023-24			

**AVERAGE TURNOVER OF ABOVE LAST THREE YEARS:**

**Date.....**

**Place.....**

**Name, signature and seal of Chartered Accountant**

**(Annexure-IV)**

**Non-Blacklisting Certificate**

I/We (name) do hereby certify that the individual/firm/ companies has not been ever under a declaration of ineligibility for corrupt or fraudulent practices and has not been blacklisted by any State Govt./ Central Govt. / Board / Corporations and Government Societies/ PSU or such other authorities for any reason.

It is also confirm that our Firm has not been ever insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by court or judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons. Firm /Any directors, partners and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to a manpower supplying contract within a period of three years preceding the commencement of the manpower supplying process, or not have been otherwise disqualified pursuant to debarment proceedings.

COMPETENT AUTHORITY NAME, SIGN &  
DATE WITH STAMP & SEAL OF  
ORGANIZATION



**(Annexure-V)**

Acceptance of Tendered Terms & Conditions  
(To be submitted on letter head of the Bidder)

**To,  
Engineer (E) Electrical  
TIFR Hyderabad.**

**Sub: Acceptance of all Terms and Conditions of Bid documents**

**Ref:- GEM BID :-**

1. I/we have downloaded the tender documents for the above-mentioned work from the website(s) of GeM Portal/ TIFR Hyderabad website.
2. I/we hereby certify that I/we have read all terms and conditions of the tender documents including all annexures, which form a part of the contract or agreement and I/we shall abide by all terms/ conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender terms & conditions of above-mentioned tender.
5. I/we do hereby declare that our firm has not been never blacklisted or debarred by any State/ Central Govt. Department/Public Sector Undertakings/Autonomous Body/ Corporations.
6. I/we certify that all information furnished by our firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your organization shall take any action without giving any notice or reason thereof or summarily reject the bid or terminate the contract without prejudice including the forfeiture of earnest money deposit (if any).

Yours faithfully,

**Signature of the Bidder with Official Seal**

**(Annexure-VI)**

**Bid Security Declaration**

**(To be submitted on company's Letter Head)**

"I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document or fail to execute the contract, we will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids."

COMPETENT AUTHORITY NAME, SIGN & DATE WITH  
STAMP & SEAL OF ORGANIZATION

(Annexure – VII)

**FORMAT OF AGREEMENT FOR MANPOWER PROVIDED AT HYDERABAD**

This AGREEMENT made on this \_\_\_\_\_ day of \_\_\_\_\_ between the Tata Institute of Fundamental Research, Hyderabad (an autonomous institution of Department of Atomic Energy, Government of India) of the ONE PART.

And

M/s \_\_\_\_\_ at \_\_\_\_\_ (hereinafter referred to as Contractor) of the OTHER PART.

WHEREAS the TIFRH is desirous of giving a job contract for providing the manpower arrangement at the TIFR, Hyderabad Campus located at Gopanpally, Hyderabad (hereinafter referred to as Institute) and whereas the Contractor has offered to provide the manpower arrangement on the terms and conditions hereinafter stated.

WHEREAS the Contractor has represented that he is a registered Contractor under the provisions of Contract Labour (Regulation and Abolition Act.), 1970 and has further represented that he is eligible to get this contract and there is no legal or any other bar for him in this respect. Any obligations and/or formalities which are required to be fulfilled under the said Act or any amendment thereto for the purpose of entering into and/or execution of this contract shall be carried out by the contractor at his own expenses, etc. and the contractor shall report the compliance thereof to the TIFRH.

The contractor shall be solely liable for any violation of the provision of the said Act or any other Act.

WHEREAS TIFR has agreed to award the contract of work of maintenance of works as mentioned in the tender document.

AND WHEREAS the contractor has agreed to furnish to the Institute a security deposit of 5% of work order value i.e. **Rs. \_\_\_\_\_/- (Rupees ..... Only)** by way of account payee demand draft/bank guarantee from SBI or any one of the nationalized banks in an acceptable form in favour of TIFR Hyderabad.

IN WITNESS WHEREOF the parties hereto have signed these presents on the date, month and year first above written.

For and on behalf of Tata Institute of Fundamental Research, Hyderabad

For and on behalf of the Contractor

WITNESS

- 1.
- 2.

**DOCUMENTS TO BE SUBMITTED BY THE BIDDER for Pre-Qualification**

**Bidders are requested provide the page numbers for the documents submitted as per Eligibility Criterial. Make sure that keep all documents clear and submit /upload all the required documents /certificates on GeM failing which your bid will be rejected.**

<b><u>Check list for Bidder</u></b>		
<b><u>Description</u></b>	<b><u>Bidders Reply (Yes/ No )</u></b>	<b><u>INDEX Page No. From - To</u></b>
1. The contractor should have a valid 33KV 'A' Grade Electrical Contractor's License issued by local Competent authority.		
2. The contractor should have a Registered office in Hyderabad, proof of document to be submitted.		
3. The contractor should submit a copy of "Site Visit/Survey Letter" issued by the TIFR Hyderabad		
4. The contractor should have at least 3 years of experience in providing Operation & Maintenance of respective areas.		
5. Annual average turnover of the contractor during the last 3 years ending March 31, 2024 should be at least Rs.34.30 Lakhs.		
6. IT Returns for the last three consecutive financial years ended on March 31, 2024		
7. The contractor should have valid registration with all Statutory Authorities such as Registrar of firms, Central/ State Labour Dept(with valid license), ESI, PF, GST, PAN etc.		
8. The contractor should submit a solvency certificate for not less than Rs.34.30 lakhs issued by any nationalized banks within six months from the date of bid.		
9. The contractor should have successfully completed similar works (ie. Operation and Maintenance of Electrical installations) during last 7 years (ie. till the last date of month previous to the date of application issued) as under: a. One similar work costing Rs.68.61 Lakhs or b. Two similar works costing Rs.42.88 Lakhs or c. Three similar works costing Rs.34.30 Lakhs during the last 7 financial years ended on the end date of receiving tender for Research Institutes, Universities, Private Laboratories, R & D institutes, etc. in any Government /PSU/Private organizations of repute.		

10. The contractor should submit a Certificate of Local Content		
11. All forms required (Annexures I to VII) and all such forms/ acceptance, all the relevant documents for this bid as mentioned above are to be filled & submitted on GeM for this Bid failing which your bid can be rejected.		

**I/We the undersigned have read all specifications and understand all documents required as per the BID.**

**I/ We accept that, if we fail to submit /upload the documents on GeM as mentioned above, then our bid will be summarily rejected.**

***BIDDERS COMPETENT AUTHORITY NAME, SIGN & DATE  
WITH STAMP / SEAL OF ORGANIZATION***

\*\*\*\*\*

(Annexure - VIII)

**PRICE BID FORMAT**

The Contractor has to quote only the Service Charges/Profit in Rupees per Person per Month in the table below:-

<b>Wage Calculations for Manpower deployed</b>					
<b>S. No.</b>	<b>Payment Components</b>	<b>Head Supervisor Highly skilled</b>	<b>Supervisor Highly skilled</b>	<b>Technician Skilled</b>	<b>Helper Semi skilled</b>
		Per Head (In Rs.)	Per Head (In Rs.)	Per Head (In Rs.)	Per Head (In Rs.)
1	Basic Wages	18018.00	18018.00	16562.00	15054.00
2	Variable Dearness Allowance	8892.00	8892.00	8242.00	7514.00
<b>3</b>	<b>Sub Total</b>	<b>26910.00</b>	<b>26910.00</b>	<b>24804.00</b>	<b>22568.00</b>
4	Leave Wages @ 4.81% on S. No 3	1294.37	1294.37	1193.07	1085.52
5	PF @ 13.00% on Rs. 15,000.00	1950.00	1950.00	1950.00	1950.00
6	ESI @ 3.25% on Rs. 21,000.00	682.50	682.50	682.50	682.50
7	Bonus @ 8.33% on S. No 3	2241.60	2241.60	2066.17	1879.91
8	Other Allowance (Fixed)	17000.00	7500.00	0.00	0.00
<b>9</b>	<b>Total amount (S. No. 3 to 8) including statutory payments</b>	<b>50078.47</b>	<b>40578.47</b>	<b>30695.74</b>	<b>28165.93</b>
10	No. of Employees	1	5	8	1
<b>11</b>	<b>Total Amount (Sr. 9*10)</b>	<b>50078.47</b>	<b>202892.35</b>	<b>245565.92</b>	<b>28165.93</b>
12	Service Charges (should be quoted in percentage __%)				
<b>13</b>	<b>Grand Total (11+12)</b>				
14	Add: GST 18% (on S. No.13)				
<b>15</b>	<b>Grand Total (S. No. 13+14)</b>				
16	Total wages per month				
<b>17</b>	<b>Grand Total per Annum</b>				
<b>18</b>	<b>Grand Total per Annum in words</b> _____				
	_____				

**Note:**

1. The rates quoted above are as per the rates fixed by the Chief Labour Commissioner (Central) Delhi vide Notification No. S.O.191 (E) 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.
2. IT will be deducted at source. GST as applicable shall be reimbursed to the contractor on production of proof of having deposited the same with the GST Department.
3. Bonus amount will be reimbursable /payable by TIFR at the end of the contract period subject to eligibility/fulfillment of conditions laid down under Labour Laws/ Bonus Act, for such payment.
4. However the contractor's administrative/service charges (quoted at S. No.12) would remain unchanged throughout the contract.
5. The TIFR Hyderabad reserves the right to decrease the number of manpower at the time of issue of contract. However, the maximum number of manpower required is stated in the price bid. (Annexure - VII).

COMPETENT AUTHORITY NAME, SIGN & DATE  
WITH STAMP & SEAL OF ORGANIZATION

**-End of the Document-**