

TENDER DOCUMENT

Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.

Reference No.: 4 /151/Cannons/2018-2019



**GOVERNMENT OF INDIA
MINISTRY OF CULTURE
ARCHAEOLOGICAL SURVEY OF INDIA
JAIPUR ZONE**

Table - A: Time and Work Frame

(Tender Reference No: 4 /151 / Cannons /2018-2019)

Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.

CRITICAL DATE SHEET

1	Publishing Date	09-05-2018	17:00 Hrs
2	Document Download / Sale Start Date	09-05-2018	18:00 Hrs
3	Seek Clarification Start Date	09-05-2018	18:00 Hrs
4	Seek Clarification End Date	17-05-2018	12:00 Hrs
5	Pre Bid Meeting Date	17-05-2018	12:00 Hrs
6	Bid Submission Start Date	09-05-2018	18:00 Hrs
7	Bid Submission Closing Date	17-05-2018	13:00 Hrs
8	Bid Opening Date	18-05-2018	13:00 Hrs

Manual bids shall not be accepted.

TERMS AND CONDITIONS

Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.

(Tender Reference No: 4 /151 / Cannons /2018-2019)

The offer will be subject to the following terms and conditions:-

1. This e-tender is given by this office of Archaeological Survey of India (may be abbreviated as ASI) on official website www.asi.nic.in and CPPP portal eprocure.gov.in / [eprocure app](#).
2. The tender form can be downloaded from CPPP portal eprocure.gov.in / [eprocure app](#) as per schedule mentioned in CRITICAL DATE SHEET.
3. In the event of the specified date(s) on all matters of the tender is (are) government holiday(s), and/ or, declared a holiday(s); actions on matters of the tender in question will be taken on the next working day(s), correspondingly.
4. The ‘Tenderer’ and /or ‘Party’ and/or ‘Maintenance Contractors’ and/or ‘Service Providers’ as used in the tender documents, shall mean the one who has signed the tender form and format for pre-qualifications bid submitted in response to our tender notice.
5. The individual signing the tender or other documents in connection with the tender must certify his / her signature as (a) sole proprietor of the firm or constituted attorney of such sole proprietor, (b) constituted attorney of the firm, if it is a company, (c) authorized signatory of the firm.
6. Any tenderer giving tender in different names will be disqualified and his tender will be rejected.
7. The tender forms submitted by the tenderer shall contain all requisite information along with supporting documents.
8. The tenderer should be as established agency / firm dealing with the categories of works published in the tender notice or having infrastructural facilities including manpower in case of Service Provider. The agency may have a local office at Jaipur or nearby site with a regular telephone at office and residence.
9. The tenderer shall have to submit a declaration stating that he/she is not a relative of any serving employee of office of the Dy. Suptdg. Archl. Chemist, ASI, Jaipur, being a partner in the tendered company.
10. The tenderer shall give the official mailing address and phone number to which all correspondences shall be made by this office / site office. Also, if address is changed, the same shall have to be immediately intimated to ASI.

11. Bids documents received by ASI after the given date and time, will not be considered.
12. An A/C payee “Demand Draft/ FDR/ Banker’s cheque/ Bank Guarantee”, having its minimum period of 3 months, as **Earnest Money** of a value as prescribed in the tender notice (Rs.12,450/- only) pledged to the Deputy Superintending Archaeological Chemist, ASI, Jaipur Zone, Jaipur should reach this office on or before the closing date as mentioned in CRITICAL DATE SHEET. The same will be **refunded** as per government rules.
13. Tender without Earnest Money Deposit will not be accepted and is liable to be rejected summarily. Relaxation on EMD will be provided as per prevailing government rules.
14. Tenders not conforming to the requirements mentioned in the tender form will be rejected and no correspondence shall be entertained in this regard.
15. Bid Submission: Applicants/ intending or interested Bidders are invited to submit their online proposal after carefully reading the Request for Proposal (RFP) by providing (a) Technical Bid, and (b) Financial Bid, separately, clearly mentioning (i) 'Technical Proposal', and (ii) 'Financial Proposal' respectively. Such proposals are to be submitted online within the stipulated date and time as mentioned in the bid document as given in CRITICAL DATE SHEET.

Bids shall be submitted online only at CPPP portal/website: <https://eprocure.gov.in> and [eprocure app](#). Bid documents may be scanned with 100 dpi with black and white option which help in reducing size of the scanned document. The tender form and other uploaded documents should be filled by typing or has to be hand written, as per given instructions, in the ink clearly legible. Alterations and illegibly attestation by the Tenderer shall disqualify the tender. The tender form should be signed by the Tenderer him/her self. Self-Attested copies of the Registration number for the Firm, License No. under Contract Labor Act, Provident Fund Account No. allotted by the Provident Fund commissioner, GST No., ESI No., PAN No. allotted by the Income Tax Department and / or copy of the last Income Tax clearance certificate, Satisfactory Performance Certificate issued by the concerned agency (s) organizations where such type of works /jobs have been performed by the contractor earlier shall also be enclosed. The rate should be indicated separately in accordance with the provisions like Provident Fund Act and ESI, The Contractor shall have to produce documentary proof i.e. Ration Card / Telephone Bill / Electricity Bill / Income Tax certificate/ Aadhaar Card in support of his identity. Forwarding letter should clearly indicate the list of enclosures.

16. The tenderer should take care in bidding that
 - i. The contractor should ensure that the engaged labour should not be below 18 years and above 60 years. Their normal working hours will be from 08.00 A.M. to 05.00 P.M. with one hour lunch break. The working time of laborers for watch and ward at site will depend as per requirement at site.
 - ii. The Workers will be engaged for the following type of jobs-
 - a. Carrying, erection and dismantling of scaffolding at different heights.
 - b. Chemical cleaning, application of consolidates, biocides and preservatives.
 - c. Loading and unloading of materials.
 - d. Fetching water from source of water to site.
 - e. Watch and ward duty.
 - f. Upkeep of camp office/site.
 - g. Any other work assigned by the site in-charge.
 - iii. All the materials like scaffolding pipes/bamboos, chemicals, safety related equipment and other items will be provided by the department as and when required. All the chemicals should be handled as per the directions of the site in-charge.
 - iv. The work can be decreased or increased as per the availability of funds and need of work; hence no claim will be made by the contractor to the department.

- v. The work should be executed as per the directions of the site in-charge.
 - vi. No accommodation/ transportation to reach site will be provided by ASI.
17. The tenderer should take care that the rate and amount should be written in the BOQ and Tender document in such a way that interpolation is not possible. No column should be left blank which would otherwise make the tender liable for rejection.
 18. Tenderer who intends to participate in the tender should have experience of handling up to 25 person/Housekeeping staff at a site.
 19. It will be binding to accept the tender in totality. It can't be accepted in parts.
 20. False information/documents provided for consideration would result in disqualification of the bidder if noticed.
 21. Technical bids will be opened first. Those who qualify the technical bids, only their financial bids will be opened.
 22. **All wages and allied benefits like P.F., Bonus, ESIC, etc. are to be paid by the tenderer. The tenderer shall remain liable to the authorities concerned for compliance of the provisions in this regard and will be liable for any contravention, thereof. Tenderer shall have to abide by Minimum wages Act 1948 as revised from time to time. Minimum wages rates to be paid to the labourer deployed by tenderer/contractor should strictly be according to the current area wise rates of minimum wages for scheduled employment in the central sphere. Where 'area' means place of work. Any other minimum wages rates, higher than the current rates of minimum wages for scheduled employment in the central sphere, will only be considered under special condition, if labourers are unavailable at the rates of central sphere and other minimum wages rates are declared by the competent local authority (central/state government). In case the minimum wage is raised by the Government Authorities after submission of the tender, the payment of difference in the minimum wage will be considered by the ASI.**
 23. The firms which do not meet minimum wages criteria (defined in para '22') will not be considered and they will be treated as ineligible. The company/firm, who will be awarded contract, shall ensure that the wages are paid to the workers directly to their respective bank accounts (fortnightly/monthly) by way of ECS/NEFT or any approved means of bank transfer and have to provide the proof of same to the department at the time of furnishing the bills, failing which no payment will be made and their services are liable to be terminated. The firms will have to make payments of the labourers regularly on fortnight/month basis, irrespective of the clearance of earlier bills from this office.
 24. Payment will be made to the contractor by furnishing the bill after obtaining a certification from the concerned site in-charge. The contractor shall submit proof of having deposited the amount of contribution claimed by them on account of EPF and ESI towards the persons deployed by him, failing whom no payment will be made. TDS will be deducted under section 194-C of the Income Tax Act, 1961 as applicable from the contractor.
 25. The Contractor / Agency/Firm shall not sublet the work to other Contractor / Agency / Firm after the award of the work. The engagement of services is purely on contract basis. The manpower deployed by the contractor / agency / firm shall be employees of the agency for all intents and purposes.
 26. ASI shall have the right to ask for removal / replacement of any person of Agency, who is not found to be suitable and orderly in the discharge of his / her duty. If, for any reason the

labourers deployed by the agency proceeds on absence, he/she should properly intimate the site in charge before such absence and no wages will be paid for any absence. The contractor should ensure that their work man are granted holidays/leave with wages as per acts/rules applicable to the firm/agency/contractor.

27. The Agency staff shall carry out duties as are entrusted to them by ASI from time to time under the supervision of site in-charge. The contractor should maintain attendance-wages register and produce the same as and when required by the concerned authorities. The contractor will be fully responsible for all kinds of litigations/claims if any, arises through labourers engaged by them.
28. In case of any mishaps/accidents occurred during the discharge of duties by the labourers, the compensation liability will solely rest with the contractor and no compensation will be paid by the department.
29. Tender rates will be valid for the total execution period of 180 days.
30. Bids will be submitted as per two bid system.
31. Penalties: Lapses due to service provider will be viewed seriously and penalties will be imposed on the service provider. Quantum of penalty will be decided in individual cases and decision of the competent authority, shall be final and binding. In case of failure to commence the service on the stipulated time / date, the E.M.D. shall be forfeited. In case of failure to carry out the service to the satisfaction of ASI as per the terms & conditions they will be free to get service done by any other agency at the cost and risk of the service provider.
32. Envelope for submission of **EMD** should be addressed to Deputy Superintending Archaeological Chemist, Archaeological Survey of India, Jaipur Zone, 70/130-132, Patel Marg, Mansarovar, Jaipur-302020 (Rajasthan) superscripting **SUBJECT: Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan. (Tender Reference No: 4 /151 / Cannons /2018-2019)** Opening date : **13:00 hrs on 18/05/2018 (Technical bid)**. **EMD** for the bid should reach this office on or before **13:00 hrs. on 17/05/2018**.
33. The bids will be opened on **13:00 hrs on 18/05/2018 (Technical bid)**. **The date of opening of financial bid will be indicated, separately.**
34. The ASI reserves the right to reject any or all offers, including those received late, and/ or, those which have incomplete information(s) without assigning any reason, whatsoever.
35. The successful bidder will be identified on the basis of observations made by the ASI after opening the bids. Successful bidder has to submit **10% of the contract amount** as **Security Deposit** within 15 days of award of contract in the form of FDR with proper validity period and pledged to the **Deputy Superintending Archaeological Chemist, ASI, Jaipur Zone, Jaipur**. Relaxation on security deposit will be provided as per prevailing government rules.
36. The ASI shall be under no obligation to accept the lowest bid received in response to this tender enquiry.
37. The ASI also reserves it right to forfeit the EMD, In case the offer is accepted, and later not honored by the bidder.

38. This earnest money will not be refunded if the bidder provides wrong information about its agency/firm and, or, if the bidder attempts to influence the bid by deeds which are not acceptable to the ASI, and/or if the bidder fails to abide by the terms and conditions during any stage of the tender.
39. Payment to the firm/bidder/agency, including refund of security amount, if any, will be as per prevailing government rules.
40. Payment shall be made to the Contractor on fortnightly/monthly basis based on (i) Performance Certificate (ii) Attendance Record of Casual Labour.
41. Conditional bids shall not be considered and will be outrightly rejected in the very first instance.
42. The contracting Company/ Firm/Agency shall furnish the following documents in respect of the individual casual labour who will be deployed by it in this Department before the commencement of work: (a). List of persons deployed (b) Identity Cards bearing photograph and address proof.
43. The contracting agency shall ensure that the individual manpower deployed is physically fit to discharge duties of casual labours.
44. In case the persons employed by the successful Company/ Firm/Agency commits any act omission/ Commission which amounts to misconduct/indiscipline/ incompetence, the successful Company/ Firm/Agency will be liable to take appropriate disciplinary/ legal action against such persons, including their removal from site of work, if required by the Department. The tendering Company/ Firm/ Agency shall replace immediately any of its personnel who are found unacceptable to this Department because of security risks, incompetence, conflict of interest, improper conduct etc. on instructions of this Department.
45. It will be the responsibility of the service providing agency to meet transportation, accommodation, food, medical and any other requirements in respect of the persons deployed by it.
46. The Service-providing agency shall be solely responsible for the redresses of grievances / resolution of disputes relating to person deployed.
47. The Tax at Source (TDS) shall be deducted as per the provisions of the Income Tax Department, as amended from time to time and a certificate to this effect shall be provided to the agency by this Department.
48. Tenderer /bidder are not authorised to collect/levy any charges from the labourers in lieu of their engagement on the said work. In other words, no placement charges shall be collected by the firm from the prospective candidates.
49. Resolution of Disputes: All disagreements, disputes, differences that may arise between the ASI and the 'bidder', and, which cannot be resolved through mutual negotiations, shall be referred to an Arbitrator appointed in accordance with the provisions of relevant Indian or International Law as the case may be. The venue of the proceedings and arbitration shall be Jaipur, Rajasthan, India.

50. Jurisdiction: The obligations and liabilities arising out of this contract shall be construed in accordance with the laws of Union of India. The Courts in Jaipur, Rajasthan, India shall have the exclusive jurisdiction to try all or any of the disputes.
51. Force Majeure: Force majeure clause will mean and be limited to the following in the execution of the contract/purchase order placed by ASI:- "If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (here in after referred to 'events') provided, notice of the happening of any such event is given by either party shall be reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the order in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, and the decision of the Dy.S.A.C., ASI as to whether the deliveries have been so resumed or not, shall be final and conclusive, provided further that if the performance in whole or part or any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days, either party may at its option terminate the contract".
52. In case any of the above provisions are violated, the company shall be liable to be blacklisted from the Government of India.
53. The Deputy Superintending Archaeological Chemist, Archaeological Survey of India reserves right to terminate the contract during initial period also after giving three days' notice to the contracting agency in case of breach of terms of contract.
54. In case the persons employed by the successful Company/ Firm/Agency commits any act omission/ Commission which amounts to misconduct/ indiscipline/ incompetence, the successful Company/ Firm/ Agency will be liable to take appropriate disciplinary/legal action against such persons, including their removal from site of work, if required by the Department.

Deputy Superintending Archaeological Chemist,

Archaeological Survey of India,

Jaipur Zone, Jaipur (Raj.)

Accepted

(Signature of Contractor)

Contact Details:

1. Contact Person:-Dy.Superintending Archaeological Chemist

2. Address for communication:-

**O/o, Dy. Superintending Archaeological Chemist,
Archaeological Survey of India,
Jaipur Zone, 70/130-132,
Patel Marg, Mansarovar,
Jaipur (Raj.)-302020**

Ph.No.- 0141-2784347, 2399177.

**e.mail:- scijai.asi@gov.in;
scijai.asi@gmail.com**

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The Bidders are required to submit soft copies of their Bids electronically on the CPP Portal, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the Bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their Bids online on the CPP Portal.

More information useful for submitting online Bids on the CPP Portal may be obtained at: <https://eprocure.gov.in> and [eprocure/app](https://eprocure.gov.in/app).

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in> and [eprocure/app](https://eprocure.gov.in/app)) by clicking on the link "Online Bidder Enrolment" on the CPP Portal which is free of charge.
2. As part of the enrolment process, the Bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the Bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/ NCode / EMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a Bidder. Please note that the Bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured login by entering their user ID/ password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate Bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the Bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the Bidders through SMS / email in case there is any corrigendum issued to the tender document.
3. The Bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification go to help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their Bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the Bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the Bid.
3. Bidder, in advance, should get ready the Bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every Bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a Bid, and need not be uploaded again and again. This will lead to a reduction in the time required for Bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can upload the Bid in time i.e. on or before the Bid submission time. Bidder will be responsible for any delay due to other issues.
2. The Bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as 'offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of Bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during Bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial Bids in the format provided and no other format is acceptable. If the price Bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder). No other cells should be changed. Once the details have been completed, the Bidder should

save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the Bidder, the Bid will be rejected.

6. The server time (which is displayed on the Bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the Bids by the Bidders, opening of Bids etc. The Bidders should follow this time during Bid submission.
7. All the documents being submitted by the Bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of Bid opening. The confidentiality of the Bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any Bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/Bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized Bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized Bid openers.
9. Upon the successful and timely submission of Bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful Bid submission message & a Bid summary will be displayed with the Bid no. and the date & time of submission of the Bid with all other relevant details.
10. The Bid summary has to be printed and kept as an acknowledgement of the submission of the Bid. This acknowledgement may be used as an entry pass for any Bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online Bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk Mobile Number - +91 8826246593 Tel: The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002.

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date: / / 2018

To,
The Deputy Superintending Archaeological Chemist,
Archaeological Survey of India,
Jaipur Zone, Jaipur

Sub: Acceptance of Terms & Conditions of Tender.

Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.

(Tender Reference No.: 4 /151 / Cannons /2018-2019)

Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) <https://eprocure.gov.in> (CPPP portal) as per your tender notice.
2. I/ We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.
4. I/ We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
5. I/ We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

TENDER FORM

PART-A (TECHNICAL BID)

Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.

(Tender Reference No: 4 /151 / Cannons /2018-2019)

A. Description of labourers –

Categories	Approx. Quantity of Labourers	Requirement / day
Semiskilled labourers for different types of works as prescribed in the terms and conditions of tender	396 units	1 to 15 units /day
Skilled labourers for work as prescribed in the terms and conditions of tender.	48 units	1 unit / day
Camel with camel rider for carrying water as prescribed in the terms and conditions of tender.	32 units	1 unit / day
Labourers for WATCH & WARD (without arms) as prescribed in the terms and conditions of tender.	140 units	1 to 3 units / day

B. Duration for Completion of Work: 180 Days

C. Details to be filled by Bidder. Also enclose the self attested copy of concerned documents. All the uploaded document(s) should be clear and legible.

S. No.	PARTICULARS	REMARKS	ENCLOSED YES/ NO	PAGE NO. OF BID DOCUMENT
1.	Name of the Tendering company/Agency / Firm/Contractor / Bidder			
2.	Address of Agency with contact nos. and email ID.			
3.	Details of Registration, (attach certificate of registration) if any.			
4.	Name & Address of Proprietor with contact nos. and email ID.			

5.	Please specify as to whether the tenderer is a sole proprietor / Partnership firm. Name, Address, Contact nos. and email ID of Director/Director's.			
6.	Banker of Tendering Company/Firm/ Agency / Contractor / Bidder (Full Address) (Attach certified copy of statement of A/c for the last three years)			
7.	EPF Registration details, if any.			
8.	ESI Registration details, if any.			
9.	GST / Service Tax Registration No. , if any.			
10.	PAN/GIR			
11.	Income Tax returns for the last FY 2016-17			
12.	Details of Experience in Govt. organization during last 3 years- I _____ II _____ III _____			
13.	Whether the firm has been blacklisted by any Government Department or any criminal case registered against the firm or its owner (give details).			
14.	Any other relevant information. (Attach separate sheet, if required)			

Note :-(if the space provided is insufficient, a separate sheet may be attached)

D. Details of Earnest Money Deposit Rs. _____
(_____) only.

DD No. _____ Dated _____ and Drawn on _____ Bank.

Date: _____

Signature of authorized person

Name & Seal _____

DECLARATION

1. I.....Son/Daughter of Shri.....signatory of the agency/ firm mentioned above, is competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. My agency has not been blacklisted/ debarred from participating in tender of any Ministry/ Department of Government of India and Government of India undertaking in the last Three (3) Years as on date of opening of this Tender.
4. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
5. I/ we am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law:

Signature of authorized person(s)

Date:

Full Name:

Place:

Seal:

EVALUATION CRITERIA

1. The bidder who fulfills Technical Eligibility Requirement mentioned under Technical Eligibility requirement shall be declared technically qualified and financial bid in respect of only technically qualified bidder shall be opened.
2. The bidder who quotes lowest effective rate per labour/day mentioned in BOQ will be declared LI.
3. In case of tie in lowest rate, the Company/Firm/Agency who has completed more work orders in last 3 year for providing man power in Ministries/ Government offices (central/state)/Government organizations shall be declared LI .Copies of orders and completion certificates from employer shall be provided along with Technical Bid.
4. The work shall be awarded to the LI bidder.

Notes:In cases where the bidder has submitted "NIL" **administrative service charges** the bid shall be treated as unresponsive and will not be considered in terms of the provisions of Ministry of Finance, Department of Expenditure OM NO. 29(1)/2014-PPD dated 28th January, 2014.

PART-B (FINANCIAL BID)

Name of Tender/ Work: Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.

(Tender Reference No: 4 /151 / Cannons /2018-2019)

A. Name of tendering Company/ Firm/ Agency: _____

B. Description of labourers –

Categories	Approx. Quantity of Labourers	Requirement / day
Semiskilled labourers for different types of works as prescribed in the terms and conditions of tender	396 units	1 to 15 units /day
Skilled labourers for work as prescribed in the terms and conditions of tender.	48 units	1 unit / day
Camel with camel rider for carrying water as prescribed in the terms and conditions of tender.	32 units	1 unit / day
Labourers for WATCH & WARD (without arms) as prescribed in the terms and conditions of tender.	140 units	1 to 3 units / day

C. Duration for completion of Work: 180 Days

D. BOQ online to be filled by bidder (please refer to see Terms and Conditions of tender). The bidder should note that all kind of charges/profit required by the company/Agency for providing manpower is to be included in the Service charges and that no other hidden charges are to be claimed/recovered on any other account. The agency will ensure that it is complying with all statutory liabilities relating to taxes, payment of minimum wages and other statutory liabilities.

Date:
Place:

Signature of authorized person

Full Name & Seal

Name of the Firm: _____
Name of Tender/ Work: **Supply of Manpower for M.W. Chemical treatment and preservation of ancient cannons stored at Topkhana, Kumbhalgarh fort, Distt. – Rajsamand, Rajasthan.**

(Tender Reference No: 4 /151 / Cannons /2018-2019)

UNDERTAKING OF THE BIDDER IN THE BID/TENDER

Should this tender be accepted, I/We (authorized representative(s) of the bidder(s) included) do hereby agree to abide by, and fulfil all the terms and conditions as annexed hereto in the 'terms and conditions' portion of the tender, so far as applicable.

In default thereof, we assure to pay to the President of India, or his successor in office, the sum of money, that stands due/ unpaid, and also allow the President of India, or his successor in office, to forfeit the previously deposited amounts by our concern, as per the terms and conditions of the said tender.

If I/We fail to commence the work as specified in the above memorandum, or, if I/We fail to deposit the amount of security deposit as specified in the memorandum in accordance with the said conditions of contract, I/We agree that the said President, or his successor in office, shall without prejudice to any other right or remedy be at liberty to forfeit the earnest money absolutely. Otherwise, the said earnest money shall be retained by the towards such security deposit.

If I/we fail to deposit security amount as aforesaid, I/ we further agree that the said President, or his successor in office, shall also be at liberty to cancel the acceptance of the offer of tender submitted by us.

In such eventuality (ies), the bidder will not be allowed to seek clarification in the matter.

A sum of Rs. _____ (Rupees _____) is forwarded herewith as earnest money in form of FDR/ DD, and, or, other mode of payment as asked by ASI in the tender.

Particulars of the bidder.

Signature of authorized person and stamp

Signature of Tendered (d)

Address with TIN/GST No.

Signature of Witness (Name/Father's name and address)

(Pl. attach attested copy of a photo ID Proof)

Mob. No. :

Dated :

OFFICE OF Dy. SUPDG.ARCHL.CHEMIST, ARCHAEOLOGICAL SURVEY OF INDIA, JAIPUR ZONE, JAIPUR-302020.

The above tender is hereby accepted by me on the behalf of the President of India.

Signature of the officer by whom the tender is accepted.

If not accepted, the reason thereof: