REQUEST FOR PROPOSAL

FOR PROVIDING MANPOWER (UNSKILLED) FOR MAINTENANCE OF THE GARDENS AT CENTRALLY PROTECTED MONUMENTS & SITES UNDER THE JURISDICTION OF ARCHAEOLOGICAL SURVEY OF INDIA, AIHOLE SUB CIRCLE, DHARWAD CIRCLE FOR 2026-27.

REFERENCE No. : H-11036/2/2022-DHARWAD

सत्यमेव जयते

प्रत्नकीर्तिमपावृणु

GOVERNMENT OF INDIA
MINISTRY OF CULTURE
ARCHAEOLOGICAL SURVEY OF INDIA
DHARWAD CIRCLE
DHARWAD

Office of the Superintending Archaeologist, A.S.I. अधीक्षण पुरातत्वविद का कार्यालय, भा.पु.स. Ward No.13, Behind Sahitya Bhavan Near R.N. Shetty Stadium धारवाड मंडल, धारवाड Dharwad Circle, DHARWAD

अधीक्षण पुरातत्वविद
Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण
Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

Table A: Time and Work Frame

FOR PROVIDING MANPOWER (UNSKILLED) FOR MAINTENANCE OF THE GARDENS AT CENTRALLY PROTECTED MONUMENTS & SITES UNDER THE JURISDICTION OF ARCHAEOLOGICAL SURVEY OF INDIA, AIHOLE SUB CIRCLE, DHARWAD CIRCLE FOR 2026-27.

Manual bids shall not be accepted.

CRITICAL DATE SHEET

1.1	Date of issue of Tender	03.08.2026 18:00 Hrs.
1.2	Bid Document Download/ Sale Start Date	03.08.2026 18:00 Hrs.
1.3	Bid submission start date.	03.08.2026 18:00 Hrs.
1.4	Bid submission end Date	24.08.2026 15:00 Hrs
1.5	Date of opening of Technical bid	24.08.2026 15:30 Hrs
1.6	Date of opening of Financial bid	After evaluation of technical bid
1.7	Validity of Bid/Date of Tender acceptance	90 days from the date of opening
1.8	Tender Cost	**Rs. 21,27,223/-**
1.9	Earnest Money Deposit(EMD): **Two option- A or B**	Option A: **Rs. 53,180/-**
1.9.1	Earnest Money Deposit(EMD): **Two option- A or B** **Option A**: **Rs. 53,180/-**Demand draft in favour of the Superintending Archaeologist, ASI, (**refundable**) payable at Old Goa, Panaji **(from Public Sector Bank or by any scheduled commercial bank acceptable to bank only)** and the sealed cover should reach the office of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Karnataka, 580008 before technical bid opening date and time as prescribed in the tender. EMD DD must be delivered in sealed cover and should either drop in the tender box or reach on or before **15.00hrs of 24.08.2026**. Tender is **liable for rejection for non-submission/non receipt of Original DD for EMD. The offer without EMD will be similarly rejected. Authority is not responsible for the postal/ courier delay in receiving the DD within the due date & time. DD for the EMD is valid only if it is drawn during the NIT notice period.** **Option B**: The firm/unit/company those who are registered in MSME with Central Purchase Organization, National Small Industries Corporation (NSIC) or Ministry of Culture are exempted from paying EMD cost. But they should attach all copies of the MSME certificate, NSIC Registration certificate & Government Purchase Enlistment Registration	
1.10	Date of submission of Performance Guarantee Certificate	Within 10 days from the date of issuance of tender acceptance letter; 5% of Order value. (Penalty will be attracted as per CPWD contract clause for late submission)

अधीक्षण पुरातत्वविद्
Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण
Archaeological Survey of India
धारवाड मंडल, धारवाड

1.11	Site will be handed over	Within 10 days from the date of issuance of Work Order
1.12	Work completion period	Till 31st March 2027 from the date of issuance of Work Order (Approximately 1stSeptember 2026 to 31st March 2027)

Dear Madam/Sir,

Archaeological Survey of India, Dharwad Circle, invites Online Bids in the prescribed form under the Two Bid System for execution of work under **"Providing Manpower (Unskilled) for Maintenance of the Gardens at Centrally Protected Monuments & Sites under the Jurisdiction of Archaeological Survey of India, Aihole sub circle, Dharwad Circle for 2026-27".**

The system of e-tendering shall be adopted comprising of Technical Bid and the Financial Bid.

Document Download: Tender Document can be downloaded from GeM site: https://gem.gov.in/as per the schedule given in CRITICAL DATE SHEET.

Technical Bid should, *inter alia*, contain all technical details of services and solutions to be provided along with such documentary proofs. Financial Bid should, *inter alia*, indicate item-wise price and other commercial / financial terms against the items mentioned in the Technical Bid.

2.0 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 GeM website:https://gem.gov.in/ .

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

3.0 EarnestMoneyDeposit:

3.1 Mode of EMD submission for the Technical bid has two options: A or B.

Option A: **Rs.53,180/-** Demand draft in favour of Superintending Archaeologist, ASI, (**refundable**) payable at Old Goa, Panaji**(from Public Sector Bank or by any scheduled commercial bank acceptable only),**and the sealed cover should reach the office of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Karnataka, 580008 before technical bid opening date and time as prescribed in the tender. EMD DD must be delivered in sealed cover should reach on or before **15.00hrs of 24.08.2026. Tenderis liable for rejection for non-submission/non receipt of Original DD for EMD. The offer without EMD will be summarily rejected. Authority is not responsible for the postal / courier delay in receiving the DD within the due date & time. DD for the EMD is valid only if it is drawn during the NIT notice period. OR**

Option B: Copy of the certificates of the units registered under Single Point Registration Scheme of NSIC are only (*All MSEs having registration as per provision of the Policy i.e. registration with District Industries Centre (DIC) or Khadi and Village Industries Commission(KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME*) eligible for exemption from payment of Earnest Money Deposit under "Public Procurement Policy for Micro & Small Enterprises Order 2012" as notified by the **Government of India, Ministry of Micro Small & Medium Enterprises, New Delhi vide Gazette Notification dated 26.03.2012.** The

firm/unit/company that is registered in MSME with Central Purchase Organization, National Small Industries Corporation (NSIC) or Ministry of Culture are exempted from paying EMD cost. But they should attach all copies of the MSME certificate, NSIC Registration certificate & Government Purchase Enlistment Registration

3.2 DD for EMD of all unsuccessful bidders will be returned after due process after opening the technical bid. The approved bidder's DD for EMD will be returned on receipt of security deposit.

3.3 The bid security may be forfeited:

(i) If the bidder withdraws his bid during the period of bid validity specified by the bidder in the Bid form; or

(ii) In case of successful bidder, if the bidder

(a) Fails to sign the contract in accordance with the terms of the tender document;

(b) Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the Client;

(c) Fails or refuses to honour his own quoted prices for the services or part thereof.

3.4 The EMD shall be submitted in closed envelope duly super scribed with the name of the work.

3.5 The EMD DD may be handed over by hand/Speed Post/Couriers/any other means convenient to the bidder. However, the timely delivery of the same should be ensured by the bidder. The officers assigned the task of opening the bids shall not open the technical bids of those bids whose EMD DD was not received by the stipulated time. No representation in this regard will be entertained.

3.6 In the event of cancellation of bidding process by the Competent Authority, the EMD of all the bidders will be returned by Speed Post.

3.7 The offer without EMD will be rejected summarily.

Estimated Cost Of Tender: **Rs.21,27,223/-**

Address for communication:

Contact Person	Superintending Archaeologist
Address for communication	O/o The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Behind Kannada Sahitya Bhavan, Near R.N.Shetty Stadium, Dharwad-580 008 Ph: 0836-2443678
	e-mail : circledharwad.asi@gov.in circledha.asi@gmail.com

F.No.: H-11036/2/2022-DHARDWADH
Government of India
Ministry of Culture
Archaeological Survey of India
Dharwad Circle, Dharwad
******

Date:03.08.2026

4.0 BID NOTICE

Online bid on behalf of the President of India, are invited under Two Bid System i.e. Technical Bid and Financial Bid from eligible Manpower Companies/Firms/Agencies for **"Providing Manpower (Unskilled) for Maintenance of the Gardens at Centrally Protected Monuments & Sites under the Jurisdiction of Archaeological Survey of India, Aihole sub circle, Dharwad Circle for 2026-27"** for a period till **31st March 2027** from the date of award of contract The list of monuments and their location, spread all over the **Aihole Dist. Bagalkot Karnataka**, is given in the tender document.

Complete Bid Document can be downloaded from the portal https://gem.gov.in/

Eligible and interested Companies/Firms/Agencies should upload the bid documents complete in all respects in the above portal as per the dates and time provided in the bid document. **Hard copy of the bid will not be accepted and opened.**

The Technical Bids received online in the portal will be opened on **24.08.2026 from 15.30**hrs in the presence of the bidder personally or his authorized representative.

ASI reserves the right to amend or withdraw any of the terms and conditions contained in the Bid Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Competent Authority in this regard shall be final and binding on all parties in all circumstances.

31/7/26

Superintending Archaeologist
Archaeological Survey of India
for and on behalf of the President of India

gb

Copy to:.

1. Notice Board
2. Website of ASI Department
3. All Ministries/ Departments.

Office of the Superintending Archaeologist, ASI
भारतीय पुरातत्वविद का कार्यालय, भा.पु.स.
Ward No.13, Behind Sahitya Bhavan, Near R.N. Shetty Stadium
धारवाड मंडल, धारवाड
Dharwad Circle, DHARWAD

5.0 GENERAL INSTRUCTIONS FOR BIDDERS:

i. The authorized signatory of tender document will be deemed to have carefully read and understood the tender documents along-with the terms and conditions and thereafter he has filed the tender document for bid process.

ii. The right of acceptance of tender will rest with the Competent Authority of Archaeological Survey of India

iii. Archaeological Survey of India reserves the right to accept the whole or any part of the bid and successful bidder shall be bound to perform the same at the rates quoted.

iv. All the bids in which any of the prescribed conditions are not fulfilled or are incomplete in any respect shall be liable to be rejected.

v. All entries in the tender form should be legible and filled in clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. However, corrections, if any, in the Technical Bid Application must be initialled by the person authorized to sign the tender bids.

vi. All the pages of this bid document, technical bid, attached documents to the technical bid and the Tender acceptance letter (printed on the letter head) should be signed either physically or digitally before uploading. Unsigned documents will not be considered and the bid will be rejected.

vii. All correspondences regarding pre and post bid clarifications will be entertained only through the mail id circledharwad.asi@gov.in or circledha.asi@gmail.com

viii. Corrigendum in the terms and conditions of the bid will be uploaded only in https://gem.gov.in/ Please follow it carefully.

ix. Uploading of On-going Work Orders will not be considered and the work orders related to completed work along with competition certificates from the concerned authorities will only be considered.

x. The contractor shall not be permitted to tender for works in any Circle, Branch or Division in the Archaeological Survey of India or for award and execution of contracts in which his near relative is posted in any clerical or technical capacity.

xi. The Registered office or one of the branch offices of the Company /Firm/Agency should be located in Karnataka.

xii. The tendering Contractors/Suppliers/Firms/Agencies are required to upload all the mandatory documents as per the technical eligibility criteria along with the signed tender documents, failing which their bids shall be summarily/ out-rightly rejected and will not be considered any further.

xiii. The tenders will be opened at office of Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Behind Kannada Sahitya Bhavan, Near R N Shetty Stadium, Dharwad-580008

xiv. Tenders from Joint ventures are not acceptable.

xv. The contracting Company/firm/Agency shall not be allowed to transfer, assign, pledge or sub contract its rights and liabilities under this contract.

xvi. The tenderer will be bound by the details furnished by him/her to this Department, while submitting the tender or at subsequent stage. In case, any document furnished by him/ her is found to be false at any stage, it would be deemed to be a breach of terms of Contract making him/ her liable for legal action besides termination of contract.

xvii. ASI 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.

xviii. Whenever minimum wage is revised by the State Govt. of Karnataka/Central Labour Commissioner (Central) as applicable, the rate in the contract and the consequential statutory payments shall automatically get revised keeping the Contractors Service Charge unchanged.

xix. Labourers aged between eighteen to sixty years will only be engaged for work.

xx. ASI shall have the full right to ask for removal/replacement of any person of the agency, who is not found to be fit/suitable and orderly discharge his/her duty.

xxi. All the registration certificates should be valid on the date of opening of the tender.

xxii. In case any of the provisions of the tender are violated, the Company shall be liable to be blacklisted from the Government of India.

xxiii. It is understood that the bidder has inspected the site and assessed the volume of work before bidding for the project: no claims whatsoever will be entertained at any stage in this regard.

5.1 Scope of work

The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad requires manpower (Un-skilled) for maintenance of gardens at Centrally Protected Monuments under Archaeological Survey of India, Aihole Sub Circle, under Dharwad Circle as per the details provided in **Annexure I.**

Note:

5.1.1 **Location and variation in quantity**

a) The bidder(s) are informed to go through the Annexure giving the details of quantity of manpower required and location. They are further informed that majority of the location are interior places spread all over **Aihole Dist. Bagalkot** ,Karnataka. They may search the Google map/ Bhuvan portal for the exact location and satisfy themselves with their capability to deploy manpower at the locations.

b) The quantity may increase or decrease due to site conditions, requirement or other administrative reasons. In case of decrease in quantity, the successful bidder will be informed in writing to withdraw the prescribed quantity of manpower with immediate effect or as directed. The Superintending Archaeologist, ASI, Dharwad will try to ensure advance information about the withdrawal. However, it is not binding as the notice for withdrawal may be issued with immediate effect.

c) Similarly, in case of increase or readjustment of location within the quantity of this bid, reasonable time will be given to deploy additional quantity or readjusting within the locations.

5.1.2 The nature of work to be performed by the Unskilled manpower persons.

ANNEXURE- I

SCOPE OF WORK:

Intensive featured garden: Developed Lawn, Hedges, Shrubbery, Flowering Shrubs Plants, Flowering Beds, Seasonal Plants, Ornamental Plants, Ground Covers Plants, Planted Small & Big Trees, Liana, Creeper, Potted Plants, Foliage and any other Garden Elements.

Major Item	Work Description
Maintenance of Lawns	The Lawn should be regularly mowed and maintained as lush green. The Lawns should be maintained by regular watering, weeding, replacing dead spots, applying pesticides etc. so as to make them grow vigorously.
	lawn areas using approved cutting equipment to maintain a close sward to a height of not less than 20mm and not move more than 45mm for all grass types. Mowing shall be carried out weekly, except in dry weather and grass shall not be allowed to flower between cuts. All mowed grass and clippings to be gathered and removed from the lawn area and disposed of in designated garbage point in the premises.
	All grass areas are to be watered during dry weather as often as is required to keep the grass green and the soil moist.
	Grass areas are to be kept free from weeds, annual grasses, fungus and insect attack, and stones or other debris throughout the maintenance period as often as is required. Assessment of these operations is to be prepared on the basis of the bi-weekly maintenance inspection chart.
	Fertilizer of NPK value 10-15-15 or similar approved value be spread at a rate of 40gm/m2 over all grass areas at 6 months' intervals using approved spreading equipment to give an overall even spread. Every three months between the NPK application, the grass areas will receive an application of 46-0-0 at 1kg/100m2. Grass areas that have been treated with fertilizer shall be watered immediately. If the tops of the grasses turn red a light application of lime using magnesium, limestone or agricultural lime in powder form is to be applied in dry weather at a rate of 50g/m2. After application this is to be watered well into the soil. (Fertilizer shall be provided by the department)
Maintenance of Hedges & Edges	Clipping, cutting of Hedge/Edge in three-fold at a required height &design including removing of cut material, cleaning, hoeing of hedge/edge bed watering, manuring and applying insecticides and fungicides etc. and as per direction of the Site-in-charge.
Maintenance of Shrubs	The plants/shrubs& shrubbery boarders should be maintained by making basin at regular interval, watering, weeding, replacing dead plants, applying pesticides etc. so as to make them grow vigorously.

	Regular healthy growth of shrubs plants should be maintained through use of manure, fertilizers and use of plant protection measures, adequate watering etc.
	Maintenance of all garden features including ground cover, hedges and shrubs etc. of the site. Maintenance work includes timely pruning, weeding and cutting of ground cover plants, hedges, edges, plants planted in the garden areas. Application of fertilizers, manure, etc. to the plant and spraying pesticide etc. as and when required.
Maintenance of Trees	Apart from the essential watering of the plants as per the maintenance manual, the trees should be nurtured with organic solid manures and liquid manures, spray insecticides / fungicides to protect the trees from pest and disease. The soil should be amended on regular basis with proper soil amendments to keep the pH level between 7-7.5. The plants should be maintained by regular watering, weeding, replacing dead plants, applying pesticides, use of plant physical protection measures etc. so as to speed up their growth)
	Newly Planted trees should be maintained by watering every alternate day @20/litres, applying FYM @10/kg/tree/annum, trimming, pruning as & when required under guidance of the Site-in-charge etc. The Trees should have proper staking so as the tree should erect till the planted Tree settles with no possibility of bending due to wind or rains.
	The fallen & uprooted trees, dead wood, broken, damaged or crossed branches shall be cut off and removed from the garden area and stacked in a designated place as per direction of the Site-in-charge, depending on species.
Miscellaneous	All shrubs and groundcovers are to be reviewed monthly and pruned as and when required during the Maintenance Period to promote bushy growth and good flowering characteristics. The shrubs shall be checked and all dead wood, broken, damaged or crossed branches shall be cut off, depending on species.
	All hedges, mat forming herbaceous plants and groundcover plants shall be clipped with shears as often as necessary (at least monthly) to maintain a tidy appearance.
	Seasonal flower beds have to be replaced as and when required (approximately thrice in a year). Plant species can be changed w.r.t. season only in consultation with department or Site-in-charge. (Seedlings, Manure, Pesticides &Fungicides & Fertilizer shall be provided by the Department)

	Digging of holes and refilling the same with the excavated earth mixed with manure, flooding with water, dressing including removal of rubbish and surplus earth, as and when required, as per the direction of the Site -in-charge. (Good Earth & Manure shall be provided by the Department)
	Removal of wild grass normally found growing in rainy season by cutting and /or uprooting so as to keep the areas free of wild grass.
	A garden garbage/waste material which occurs during maintenance of garden works should be thrown outside the garden/ in compost pit / designated place as directed by the Site-in-charge of the garden.
	Any other related horticultural operations to be carried out as per direction of the Site-in-charge.
	***The department will provide all necessary materials required for maintenance as and when needed.**

DETAILS OF PERIODIC MAINTENANCE ACTIVITIES/ SCHEDULE

Sl. No.	Operation	Frequency (Times)	Period/Duration
1.	Irrigation		As per Demand or as specified under
	a. In Summer Season	15 times	Month-Every Alternate Day
	b. In rainy Season	5 to 7 times	Monthly or as per climatic condition
	c. In winter	10 times	Monthly
2.	Weeding	02 times	Monthly
3.	Forking of the Plants & Shrubs	02 times	Monthly
4.	Clipping of Hedge /Edge	Once	Monthly
5.	Lawn Mowing		
	a. In Summer Season	02 times	Monthly
	b. In Rainy Season	04 times	Monthly
	c. In Winter Season	02 times	Monthly.
6.	Trimming of Shrubs/Ground Covers	Once	Monthly or as per instruction of the site-in-charge
7.	Pruning of Big Trees	02 times or as required	Yearly
8	Cleaning & sweeping	Daily	Daily

a) Performing duties as and when required in three shifts including night shift, if the Competent Authority desires to,

b) The above-mentioned tasks are very general and it may vary from site to site. The deployed persons should perform any other task provided by the Officers in charges posted at the site.

5.1 Validity of bid

5.1.1 The validity of contract will be for a period till 31.03.2027 from the date of award of contract. The decision of the Competent Authority is final and absolute in this regard.

5.1.2 The Competent Authority reserves the right to reject any or all received bids without assigning any reasons.

5.2 Right to Acceptance

5.2.1 All bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of the contract, the bids not meeting the minimum eligibility criteria, technical bids not accompanied with EMD of requisite amount/format, or any other requirement stipulated in the tender documents are liable to be rejected.

5.2.2 The Approval Authority reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the DG, ASI in this regard shall be final and binding on all.

5.2.3 The officer inviting tenders shall have the right of rejecting all or any of the tenders, and will not be bound to accept the lowest tender.

5.2.4 If it is found that the Contractor is black listed on previous occasions by any of the Government Departments / institutions / Local Bodies / Municipalities / Public Sector Undertaking etc., the inviting authority shall terminate the contract.

5.4. Security Deposit cum Performance Guarantee

5.4.1. Security deposit cum **Performance Guarantee @ 5%on total bid amount**, (rounded off to nearest hundred rupees) shall be submitted by the successful bidder (L1)within ten days of tender acceptance in the form of Fixed Deposit/ Bank Guarantee only. The FDR/PBG, and it should remain valid for a period of **Six Months** beyond the date of completion of all contractual obligations of the supply of manpower. The instrument should be endorsed in favour of the Superintending Archaeologist, ASI, Dharwad Circle.

5.4.2. The work order will be issued only after the receipt of Performance Guarantee. The work will not be awarded and the agency will be blacklisted in the event of delay in submission of Performance Guarantee or non-submission. The EMD DD will not be returned.

5.4.3. After the submission of Performance Security, the EMD DD shall be released to the successful bidder.

5.4.4. The Bank Guarantee can be forfeited by order of the Competent Authority in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order. On expiry of the contract, such portion of the said Bank Guarantee as may be considered by the Superintending Archaeologist, Archaeological Survey of India, Dharwad, sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.

5.4.5. If the contractor is called upon by the Competent Authority to deposit Security and the contractor fails to provide the security deposit within the specified period such failure shall constitute a breach of the contract and the Competent Authority shall be entitled to make other arrangements at the risk, cost and expense of the contractor.

5.4.6. On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of an absolute No Damage Certificate in the prescribed form and upon return in good condition of any specifications, samples or other property belonging to the purchaser, which may have been issued to the contractor.

5.5. Process of Opening and Evaluation of Bid

5.5.1. The technical bids of those bidders who have submitted the EMD **as per Cl. 3.0**will only be opened by the officers assigned to open the bids.

5.5.2. The opened technical bids will be evaluated by a duly constituted Technical Evaluation Committee. The committee will evaluate the documents provided in support of eligibility criteria. Therefore, the bidders are advised to provide all supportive documents as given above. The bidder may also upload more documents in support of their eligibility. The decision of the Technical Committee is final.

5.5.3. After evaluation of the technical bids, the report of the Technical Committee will be uploaded in the portal.

5.5.4. The financial bids of technically eligible bidders will be opened thereafter after two official working days for opening of the financial bid. This is tentative. The exact date and time will be informed in the uploaded Technical Committee Report.

5.5.5. **In case of tie in lowest rate, the bid will be awarded through L1 provided by GeMthrough Auto Run option available in Gem.**

5.5.6. The work shall be awarded to the L1 bidder. The L1 of the financial bid will be approved /recommended to the Competent Authority for approval.

5.5.7. The bidder or their authorized representative (with authorization letter and ID proof) may choose to be present during the opening of the technical bid and financial bid.

5.6. Clarification of Bids and Shortfall Documents

5.6.1. During the evaluation of Technical or Financial Bids, the Procuring Entity may, at its discretion, but without any obligation to do so, ask Bidder to clarify its bid by a specified date. Bidder clarify within that specified date (or, if not specified, 7 days from the date of receipt of such request). The request for clarification shall be submitted in writing or electronically, and no change in prices or substance of the bid shall be sought, offered, or permitted that may grant any undue advantage to such bidder. Any clarification submitted by a Bidder regarding its Bid that is not in response to a request by the Purchasing Entity shall not be considered.

5.6.2. If discrepancies exist between the uploaded scanned copies and the Originals submitted by the bidder, the original copy's text, etc., shall prevail. Any substantive discrepancy shall be construed as a violation of the Code of Integrity, and the bid shall be liable to be rejected as nonresponsive in addition to other punitive actions under the Tender Document for violation of the Code of Conduct.

5.6.3. The Procuring Entity reserves its right, but without any obligation to do so, to seek any shortfall information/ documents only in case of historical documents which pre-existed at the time of the Bid Opening, and which have not undergone change since then and does not grant any undue advantage to any bidder. There is a provision on the portal for requesting Short-fall documents from the bidders. The system allows taking the shortfall documents from any bidders only once after the technical bid opening.

5.7. Issue of Work Order

5.7.1. After the approval of L1 by the Competent Authority, the successful bidder(L1) (hereafter contracting company/Firm/Agency) shall be given **Ten calendar days** to submit the Letter of Acceptance and Performance Security/Security Deposit in the form of FDR/ Bank Guarantee endorsed in favour of "The Superintending Archaeologist, ASI, Dharwad Circle", along with acceptance letter for execution of work order. **No extension of time will be given in this regard.**

5.7.2. If the contracting company/Firm/Agency does not submit the Letter of Acceptance and Performance Security/Security Deposit FDR within the stipulated date or failed to provide the acceptance letter, the work order will not be issued and the EMD DD will be forfeited. Also, the agency will be black listed from participating in tender for future.

5.7.3. **Only after receipt of the Letter of Acceptance of tender and Performance Security/Security Deposit (FDR), the Work Order will be generated in GeM and issued for the deployment of manpower.**

5.7.4. The contracting company/Firm/Agency should complete the deployment of manpower within 10 days from the date of acceptance of work order.

5.7.5. All such deployed persons will obey the instructions of designated officials of the Dharwad Circle and execute the work given to them with obedience and goodwill. The contracting company/Firm/Agency shall ensure good work culture among the deployed manpower. Any willful insubordination by the deployed manpower will be treated as breach of contract and liable for appropriate action including financial penalty, removal of such manpower or even termination of contract.

5.8. Procedure for payment of deployed persons

5.8.1. The attendance of deployed persons will be maintained by Aadhar-Enabled Biometric Attendance System (AEBAS), wherever possible as directed by this office. The AEBAS device should be installed by the manpower supplying agency. However, an attendance sheet also will be maintained by the designated officer/staff/authorized person at the site.

5.8.2. The filled attendance sheet will be countersigned by the bidder or his representative. On this basis a bill will be prepared by the successful bidder indicating the wages **calculated on the basis of days present on duty**, ESI, EPF, other charges if any, of the manpower deployed.

5.8.3. Attendance register for the manpower engaged should be maintained at the work place which should be countersigned by the Sub Circle Incharge and Agencies/ Firm/Company.

5.8.4. **After transferring the monthly wages, EPF and ESI to the deployed manpower and appropriate authorities, contracting company/Firm/Agency shall submit the bill timely, including the service charges (Service charge include all other statutory charges) and GST to the paid amount to the Superintending Archaeologist, ASI, Dharwad Circle, with pay bill, EPF and ESI Details, proof of online remittance of wages into the account of the individuals and credit of ESI and EPF.**

5.8.5. The present GST rate will be applicable till the work contract including maintenance period or any new notification / amendment is issued by the Government of India in this regard.

5.8.6. The submitted bills will be processed at the O/o Superintending Archaeologist, ASI, Dharwad Circle and payment will be made to the contracting company/Firm/Agency within reasonable time. **All statutory TDS deductions like IT, GST, Cess, etc. will be deducted on the bill amount as per applicable rates**.

5.8.7. **The contracting company/Firm/Agency shall be capable to pay the wages as per tender document timely before 7th of every month from his own resources. The bidder shall be capable to pay monthly wages up to 3 - 4 months from his own resources in case of delay in payment by this office due to unavoidable circumstances.**

5.8.8. In case of revision in minimum wages by the Chief Labour Commissioner (Central), during the validity of work order, the contracting company/Firm/Agency will pay the increased minimum wages immediately after informing the Superintending Archaeologist, ASI, Dharwad Circle. In case of delay, separate arrear bills shall be paid by the contracting company/Firm/Agency and the bidder will be paid the amount by the Superintending Archaeologist, ASI, Dharwad Circlesubsequently. All statutory TDS deductions like IT, GST will be deducted on the bill amount as per applicable rates

5.8.9. **All payments by the contracting company/Firm/Agency to the deployed manpower and to the contracting company/Firm/Agency by the Superintending Archaeologist, ASI, Dharwad Circle, will be done through online transactions modes like NEFT/RTGS**. The contracting company/Firm/Agency shall submit necessary bank details for bill payment at the time of entering into contract.

5.8.10. The claims in bills regarding Employees State Insurance, Provident Fund etc. shall be necessarily accompanied with the documentary proof pertaining to the concerned month bill. A requisite portion of the bill/whole of the bill amount will be held up till such proof is furnished, at the discretion of the office.

5.9. Termination

5.9.1. In case of breach of any of terms and conditions of the Contract by the Contractor, the Competent Authority of the Client shall have the right to cancel the Contract without assigning any reason thereof, and nothing will be payable by the Client and in that event and the security deposit in the form of performance Bank Guarantee

shall be forfeited. The agreement shall come to an end either on completion of the contract or shall be terminated due to breach of contractual obligations.

5.9.2. The entire work order may be curtailed/terminated at any time before the normal tenure owing to deficiency in service or substandard quality of manpower deployed by the selected Company/Firm/Agency or due to other administrative or financial reasons or for any other reasons which need not disclosed to the successful bidder from the side of Dharwad Circle, Archaeological Survey of India. In such event, either party can terminate the contract at any time by giving two months prior notice in writing.

5.9.3. In case the contracting Company/Firm/Agency is asked to provide a substitute and it fails to do so within 3(three) days, then a penalty equal to 10% or the daily remuneration of the worker will be imposed on the agency, besides deduction of daily remuneration.

5.10. Signing of Contract Agreement

5.10.1. The agreement should be executed on Rs.500/- Non-judicial Court Stamp.

5.10.2. The successful bidder shall present himself for the signing of the contract within 07 days after receipt of the Letter of Acceptance and execution of the agreement. The successful Bidder shall enter into contract and shall execute and sign the Contract Agreement in accordance with the Articles of Agreement before commencement of the works/services. *(For service contract-Client shall prepare the draft Articles of Agreement in the Performa included in this Document, duly incorporating all the terms of agreement between the two parties and send the same induplicate to the successful Bidder for their concurrence. The successful Bidder shall return the duly concurred copies of the draft Articles of Agreement within Seven (07) days of receipt of the draft Articles of Agreement from Client, duly printed on the correct amount of stamp paper, duly adjudicated by the registrar of stamps where the contract is proposed to be executed).*

5.10.3. The Competent Authority of the Client shall sign the Contract agreement and return a copy of the same to the successful bidder.

5.10.4. Contract Agreement has to be executed with Client within 07 days from the date of issue of tender acceptance letter.

5.10.5. Company should attach or upload copy of the written power of Attorney of the signatory of the Bid to commit the Bidder for signing NIT, agreement and all other documents related to the tender.

5.11. Commencement of Works/ Services

The Contract shall become legally binding and in force only upon: Submission of Performance Bank Guarantee in accordance with Clause 5.4. The Contractor shall commence the work within 10 days from the date of issue of Award of Contract.

5.12. Liquidated Damages

5.12.1. If the contractor fails to perform the Services within the time frame(s) incorporated in the contract, the Procuring Entity shall, without prejudice to other rights and remedies available to the Procuring Entity under the contract, deduct from the contract price, as liquidated damages.

5.12.2. As per CPWD Clause 02, the compensation is predefined (liquidated) @ 1% per month to be computed on per day basis on quantum of damages suffered subject to maximum of 10% of the contract value.

5.13. Right of the Procuring Entity to recover Damages

Procuring Entity shall be entitled to, and it shall be lawful for him to recover damages for the shortfall in performance and Liquidated damages as detailed in this clause from all payments due or any Performance Security or any retention money. This clause does not limit Procuring Entity from imposing more than one damages under the contract, and such damages shall be applied concurrently.

5.14. Price Variation Clause

No price variation will be allowed and the Prices/ rate quoted shall be fixed and firm.

5.15. Labour Codes and Related Obligations

The contractor's status shall be that of an independent contractor and Primary Employer of staff deployed during the contract by him. The contractor, its employees, agents, and subcontractors performing under this Contract are not employees or agents of the Procuring Organization or Procuring Entity or Central or State Government or their agencies/ Enterprises, simply by Services delivered under this Contract.

5.16. Fraud and Corruption

5.16.1. The Employer requires Bidders, suppliers, contractors, and Firms to observe the highest standard of ethics, during the procurement and execution of contracts. In pursuance of this policy, the Employer:

a) Defines, for the purposes of this provision, the terms set forth below as follows:

b) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution;

c) "fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the Government, and includes collusive practices among bidders and consultants (prior to or after submission of bids and proposals) designed to establish prices at artificial, noncompetitive levels and to deprive the Government of the benefits of free and open competition;

d) "collusive practices" means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non-competitive levels or to influence the action of any party in the procurement process or the execution of contract;

e) "coercive practices" means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in the procurement process or affect the execution of a contract;

5.16.2. will reject a bid and/or proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

5.16.3. will respectively declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract funded by the Employer if it, at any time, determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, any contract.

5.17. Liabilities, Control, etc. of the Persons Deployed.

5.17.1. The Income tax (TDS), GST and Labour Cess or any other taxes levied by the government shall be deducted from the respective bills as per the provisions of the Government of India Notification/Income Tax Department & Labour Department, as amended from time to time and a certificate to this effect shall be provided to the agency by this Department.

5.17.2. The site is a National Monument and its ambience must be maintained without any damage to monument. As the sites are non-smoking area/non plastic area and hence the agency must strictly comply with such requirement.

5.17.3. The contractors and his workers shall abide the provisions of AM&ASR Act 1958 (Amendment and Validation Act), 2010 and rules thereof at the monument/ site.

5.17.4. The agency has to bear with abrupt repeal of funds by the Government and has to wait till allotments are made. No interest for the delay in payment will be made by the ASI. The quantum of work can be modified as per availability of the funds and need of the work.

5.17.5. ASI reserves its right to regulate (scale down) the work as per the situation considering the nature and consequences in work progress and the payment will be as per actual executed work and the contractor will not have any claim beyond the actual.

5.17.6. Bidder shall abide by the Compliance of Public Procurement (Preference to Make in India), order 2017 and subsequent amendment time to time, circulated by Conservation Section vide file number T-15013/4/2021- CONS dated 4th August 2021, that: (a) The bidder is compliant to Public Procurement (Preference to Make in India) order 2017 and subsequent amendments dated 16th September 2020 as relevant and applicable; (b) The bidder is compliant to the Provision of Rule 144 (ix) of GFR 2017.

5.17.7. 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.

5.17.8. 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.

5.17.9. This Department shall not be responsible for any damages, losses, claims, financial or injury to any other person deployed by service providing agency in the course of their performing the functions/ duties, or for payment towards any compensation.

5.17.10. The tendering agency shall maintain all statutory registers under the applicable law. The agency shall produce the same, on demand, to the concerned authority. This Department or any other authority under law. A compliance certificate in this regard will be submitted along with the bills every month.

5.17.11. The tendering agency will be responsible for compliance of all statutory provisions relating to minimum wages, Service tax, Provident Fund and Employees State Insurance etc.

5.17.12. The contracting Company/ Firm/ Agency shall not indulge in malpractices like charging of registration or consultation fee from the manpower deployed in ASI under the contract. Any such malpractice shall render the contracting Company/ Firm/ Agency liable for termination of contract.

5.17.13. It will be the responsibility of the vendor to meet transportation, medical and any other requirements in respect of the persons deployed by it in the ASI. The ASI will have no liability in this regard.

5.17.14. The Service providing agency shall be solely responsible for the redressal of grievances/ resolution of disputes relating to person deployed. The ASI shall, in no way be responsible for settlement of such issued whatsoever.

5.17.15. The contracting Company/ Firm/ Agency shall furnish the following documents.

a) List of persons deployed,

b) Bio-data of the persons in a prescribed format which may include details of their educational details, Aadhar card or any other valid id proof, bank account passbook front page (to which wages will be credited), email id, mobile number etc.

c) Character certificate from two Group "A"/Class-1 officers of the Central/State Government.

d) Certification of verification of antecedents of persons by local police authority.

e) An identity card with photograph

f) Certificate of Medical/ Physical Fitness of persons employed

5.17.16. The contractor shall bear all incidental charges for cartage and safe custody of materials issue by department.

5.17.17. For all intents and purpose the service providing agency shall be the "Employer" within the meaning of different Manpower Legislations in respect of the manpower employed and deployed in this office. The persons deployed by the contractor in the office shall not have claims of Master and Servant relationship nor have any principal and agent relationship with or against the Competent Authority.

5.17.18. Total working time of labours is eight hours per day.

5.17.19. The firm/agency/contractor will ensure that no chemicals /materials/tools/methods shall be used by the labours for treatment without the consultation and information of site in charge, failing which the undersigned shall serve a notice, rescinding the contract, where upon the Earnest Money Deposit/ PBG shall be forfeited.

5.17.20. The vender shall be required to maintain daily attendance/leave report in the format as prescribed by this office.

5.17.21. The contractor/firm shall not be entitled to any compassion whatsoever on account of any delay or default in the finalization and acceptance of work.

5.17.22. Agency shall depute a coordinator, out of the deployed personnel who should responsible for immediate interaction with the department authorities so that optimal services of the personnel deployed by the agency could by availed without any disruption.

5.17.23. Service provider personnel working should be polite, cordial, positive and efficient while handling the assigned work and this action shall promote Good will and enhance the image of department.

5.17.24. The service provider must provide staff with proper uniform with their identity properly displayed.

5.17.25. The service provider shall be contactable at all times and message by phone, mail, facts, special message from this department to the service provider shall be acknowledged immediately on receipt on the same day.

5.17.26. The service provider shall ensure proper conduct of each personnel in monument premises and sites, and enforce prohibition of consumption of alcoholic drinks, paan, gutka, smoking and loitering without work.

5.17.27. EPF details and ESIC card should be issued / shared to the manpower supplied for benefit of labours.

5.17.28. The outsourced labours shall not engage in any sort of religious practice in the monuments and also shall not comment / speak about controversial matters.

5.17.29. No Claim for bonus and other claims shall be encouraged by the department.

5.17.30. The contracting agency shall ensure that the individual manpower deployed is physically fit to discharge duties as mentioned above in scope of works.

5.17.31. The deployed manpower may be the employee / contractual employee of the contracting company/Firm/Agency firm but they cannot be considered as employee of Archaeological Survey of India.

5.17.32. The contracting company/Firm/Agency shall be liable for any issues arising in relation to EPF, ESI and shall deal with it taking responsibility of the related procedures.

5.17.33. No deposits or other monetary considerations or placement charges from the deployed manpower shall be collected by the contracting company/Firm/Agency. If any complaints are received by the Superintending Archaeologist, ASI, Dharwad Circle or other higher officials, will be duly investigated by an officer nominated by the Superintending Archaeologist, ASI, Dharwad Circle. If the complaints are found correct, suitable remedial including termination of the contract actions will be taken by the Superintending Archaeologist, ASI, Dharwad Circle. The decision of the Superintending Archaeologist, ASI, Dharwad Circle, is final in this regard and the successful bidder should abide by it.

5.17.34. Some restrictions may be imposed by the field officers/ staff, on the working and for movement for labour, materials, etc, keeping in mind safety and security of monument and visitors. The contractor shall be bound to follow all such restrictions/instructions and nothing extra shall be payable in this account.

6.0 Contractor Liable for Damages, defects during defect liability Period (Clause 17 under GCC of CPWD)

If the contractor fails to maintain the required progress in terms of clause 5 or to complete the work and clear the site on or before the contract or justified extended date of completion as per clause 5 (excluding any extension under Clause 5.5) as well as any extension granted under clauses 12 and 15, he shall, without prejudice to any other right or remedy available under the law to the Government on account of such breach, pay as compensation the amount calculated at the rates stipulated below as the authority specified in schedule 'F' may decide on the amount of accepted Tendered Value of the work for every completed day/ month (as determined) that the progress remains below that specified in Clause 5 or that the work remains incomplete.

Compensation for delay of work

(i) With maximum rate @ 1% (one percent) maximum per month of delay to be computed on per day basis based on quantum of damage suffered due to stated delay on the part of Contractor.

Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10 % of the accepted Tendered Value of work or of the accepted Tender value of the Sectional part of works as mentioned in Schedule "F" for which a separate period of compensation is originally given.

7.0 LEGAL

7.1 Vendor will be responsible for timely payment to the supplied manpower and statutory authorities and compliance of all statutory provisions relating to minimum wages/ specified contract amount, etc. in respect of the person deployed by it in the ASI. The Agency has to submit copy of deposit of EPF/ESI with concerned authorities every month as an evidence of payment in the accounts of persons deployed.

7.2 The tendering agency shall also be liable for depositing all taxes, levies, cess, etc. on amount of service rendered by it to the ASI to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.

7.3 The provisions of the Information Technology Act (IT Act) as amended from time to time will be applicable to the vendor and the assigned employees to ASI.

7.4 The courts at Dharwad will have exclusive jurisdiction for any issue/dispute arising out of or in connection with this contract.

7.5 All disputes and all differences what so ever arising between parties out of or relating to means operation of this contract or the glitch thereof shall be settled by arbitration in terms of the arbitration and conciliation act 1996 with all statutory modification and award made in the pursuance thereof shall be binding on both parties.

7.6 The personnel deployed by service provider shall not claim any benefit by compensation, regularization, services from this department under the provision of industrial dispute act-1947, or contract labour (regulation/compensation) Act 1970, undertaking from the persons to this effect shall be required to be submitted by the service provider to this department.

7.7 The contracting company/Firm/Agency shall keep Archaeological Survey of India, all its offices and officials/staff indemnified against claims, if any, of the workmen and all costs and expenses as may be incurred by the Archaeological Survey of India, all its offices and officials/staff in connection with any claim that may be made by any workmen.

7.8 The Contractor shall keep the employer, its servants or agents indemnified against claims, actions or proceedings brought or instituted against the employer, its servants or agents by any of contractors' employees or any other third party in connection with, relating to or arising out of the performance of the services under the agreement.

8.0 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 DG, 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 60 days, either party may at its option terminate the contract".

9.0 ARBITRATION

ASI and the selected vendor shall make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between them under or in connection with the work order, If any dispute arises between parties on aspects not covered by this agreement, or the construction or operation thereof, or the right, duties or liabilities under these except as to any matters the decision of which is specially provided for by the general or the special conditions, such dispute shall be referred to the arbitrator as appointed by DG, ASI and the award of the arbitration, as the case may be, shall be final and binding on both the parties. The arbitrator with the consent of parties may modify the time frame for making and publishing the awards. Such arbitration shall be governed in all respects by the provision of the Indian Arbitration Act, 1996 or later and the rules there under and any statutory modification or re-enactment, thereof. The arbitration proceeding shall be held in courts at Dharwad.

10.0 APPLICABLE LAW

The work order will be governed by the laws and procedures established by the Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing.

TECHNICAL BID

[Editable Word file will be sent by mail on request]

The bidding Manpower Company/ Firm/ Agency should fulfill the following ELIGIBILITY requirement and furnish self-attested copies of documents with technical bid.

A. Profile of Company/ Firm/ Agency

Sl.No	Particular	
1	Name of the Company/ Firm/ Agency (As given in the registration certificate)	
2	Registered Address	
3	Operating Address	
4	e-mail id (This will used for all correspondence from and with us. A delivered mail sent to this id is taken as receipt by the bidding Company/ Firm/ Agency)	
4	Name of Authorized signatory (Supported by required documents	
5	All statutory numbers, id etc like PAN, GST, TAN, etc (Add rows)	

B. Eligibility Criteria

The tendering Company/Firm/Agency shall fulfill the following technical specifications for Technical Bid at : -

Sl. No.	Eligibility Condition	Copies of relevant documents required
1	The manpower Company /Firm /Agency should be registered with the appropriate registration authority. (CPWD/ PWD of State Govt./ Railways/ MES/ Registered under company Act 2013/ Ministry of Corporate Affairs/ Labour department/ other authorized Central Govt./ State. agencies)	Valid Registration certificate of the Company/Firm/Agency
2	The Company/Firm/Agency shall have been registered with the GST Tax Department	Copy of the registration certificate with latest GST Returns and/or GST ECRs of latest quarter filed with the authority.
3	PAN Card in the name of the Company/Firm/Agency	Copy of the PAN Card in the name of the firm/ self-proprietorship, etc. Else duly notarized affidavit confirming ownership/

		self-proprietorship to be provided for
4	Income Tax return for the last three financial Income Tax Returns for the last three financial years to be attached **assessment year 2022-23 for the financial year 2023-24 ; assessment year 2023-24 for the financial year 2024-25 and assessment year 2024-25 for the financial year 2025-26 (If for financial year 2025-26 is not filed, ITR of FY 2021-22 will be considered)**	Copies of ITRs
5	The Company/Firm/Agency should be registered with labour department	Copy of Valid Registration Certificate/ Number
6	The Company/Firm/Agency shall have been registered with Employees Provident Fund and Employees State Insurance Corporation	Copy of the registration certificates and ECRs of ESIC and EPF April 2026 to July 2026.
	The Average Annual Financial Turnover during the last three years ending 31st March of the previous Financial Year should be at least 30% of the estimate cost.	Copies of certificate issued by the Charted Accountant along with **UDIN** issued by the Competent Authority to the firm for FY 2023-24, 2024-25 and 2025-26. (IF FY 2025-26 is not accessed, FY 2022-23 will be considered)
8	The Company /Firm /Agency should have three years's experience (last three financial years i.e., 2023-24, 2024-25 and 2025-26) in successfully completed supply similar nature of works Archaeological Survey of India / State Archaeological Department, Heritage Monument, Sites / Archaeological Museum etc. under State Government or Central Government Organization on the last date of submission of the bid.	Copies of Work Orders along with concerned Completion Certificates. (Work order and its Work done certificate should be submitted in sequential form, i.e. one after another) (The Work Order/ Work done Certificate, which are in Indian Regional languages, are to be supported with their English/Hindi versions (copies of True translation certified by Notary) to expedite the scrutiny procedure.)
9	The Company /Firm /Agency shall have at least three years' experience in maintenance of garden/ related to horticulture work by successful manpower deployment for the last three years i.e. 2023-24, 2024-25 &	*Note: If any deployment is in under execution (that is work order is given in 2025-26, which is current and valid in this FY) the same will be taken into consideration.*

	2025-26. A. 01 (One) similar completed works costing not less than the amount equal to 80% of the tender cost. Or B. 02 (Two) similar completed works costing not less than the amount equal to 50% of the tender cost. Or C. 03 (Three) similar completed works costing not less than the amount equal to 40% of the tender cost. **(Similar nature of works means purely maintenance and upkeep works of gardens by successful manpower deployment of heritage structures/park having more or less similar.)**	
10	EMD	Mode of EMD submission for the Technical bid has two options: A or B at Clause 3.0.
11	The Registered office or one of the branch offices of the Company /Firm/Agency should be located in Karnataka.	Documental proof like rent agreement etc., Firm registration certificate etc.
12	a) Tender Acceptance Letter (Annexure II) b) Declaration (Annexure III) c) Request for proposal	Signed Copies of Tender Acceptance Letter, Declaration and RFP
13	Dully filled and signed Annexures IV and Integrity Pact.	Filled and signed annexures.
12	No Relation Certificate i/r of Archaeological Survey of India Dharwad Circle.	No Relation Certificate attested by Notary.

C. Details of Experience

Sl. No.	Year	Government or Public Sector Companies/ Banks etc	Work Order Reference	Quantity Executed	Total value executed

A. Turnover

Sl. No.	Year	Turnover
1	2022-23	
2	2023-24	
3	2024-25	
4	2025-26	

B. List of Documents attached (Add rows. Pl enumerate all the documents)

Sl. No.	Criteria	Details of the document

The Superintending Archaeologist, A.S.I.
Ward No 13,
Behind Sahitya Bhavan
Near R.N. Shetty
Stadium
Dharwad Circle, DHARWAD

Annexure II

Distribution of Manpower

Sl. No.	Name of Monument	Locality	District	Classification of Area	Approx. Area in Acre	Manpower required
1	The Great Durga Temple Complex, Fort Wall, Gavdar & Badiger gudi	Aihole	Bagalkot	"C Area"	4.38	4.38
2	Ambiger Gudi (1) & (2)	Aihole	Bagalkot		1.25	1.20
3	Huchhimalli Gudi	Aihole	Bagalkot		0.40	0.40
4	Ishwar Gudi, Gardi Gudi, Bile Gudi, Kare Gudi (Mallikarjuna Temple)	Aihole	Bagalkot		1.30	1.30
5	The Temple Adjoin Smaller Building in Survey no. 66 (Jyotirlinga Temple)	Aihole	Bagalkot		0.58	0.58
6	Temple With Front White Washed With a Large Nandi in the Hall (Huchhapayyamath)	Aihole	Bagalkot		1.85	1.75
7	Rachi Gudi	Aihole	Bagalkot		1.40	1.40
8	Temple in Field a Short Distance From the North West Corner of Village (Chikki Gudi)	Aihole	Bagalkot		1.44	1.44
9	Ravan Pahdi	Aihole	Bagalkot		0.27	0.25
10	Veniavar gudi (1), (2) & (3) Aihole	Aihole	Bagalkot		1.35	1.30
	Total				**14.22**	**14**
	Say				**14.00**	**14 Nos.**

Labour to be supplied as 01 manpower per Acre for Intensive garden and 01 manpower per 2 Acre for Extensive garden.

*Archaeological Survey of India, Dharwad Circle reserve its right to regulate (scale up or down) the units as per need of work and the availability of funds and the payment will be as per actual quantity and the contractor will not have any claim beyond the actual along with stand in the same and conditions specified in this tender document.

F.NO: H-11036/2/2022-DHARDWADH
Government of India
Ministry of Culture
Archaeological Survey of India
Dharwad Circle, Dharwad
******

Dated: 03.08.2026

TENDER DOCUMENT

Name of work : For Providing Manpower (Unskilled) for Maintenance of the Gardens At Centrally Protected Monuments & Sites under the Jurisdiction of Archaeological Survey of India, Aihole sub circle, Dharwad Circle for 2026-27".

Estimated Amount: **Rs.21,27,223/-** E.M.D:**Rs.53,180/-**

Item no.	Description and specification of items	Total Estimated quantity of unskilled manpower per day	Place where manpower to be supplier	Period of contract
1.	Supply of unskilled manpower to attend the casual nature of works like maintenance of the entire **garden features** to include lawn, trees, shrubs, hedge, flower beds, foliage, creepers etc. including hoeing, weeding, pruning, replacement of plants, gap filling, watering, mowing of lawn, grass cutting by lawn mower and brush cutter, removal of garden waste, applying insecticide, pesticide & fertilizers, top dressing of lawn with good earth and manure and maintenance of other garden related works and attending any other works as per the direction of the site in charge, for day to day maintenance and safety of the monument and garden.		**As per Annexure II**	**Till 31st march 2027**
	Unskilled Labour– Area "C"	**14Nos**		
	Total	**14Nos**		

*Archaeological Survey of India, Dharwad Circle reserve its right to regulate (scale up or down) the units as per need of work and the availability of funds and the payment will be as per actual quantity and the contractor will not have any claim beyond the actual along with stand in the same and conditions specified in this tender document.

APPLICATION FOR Financial Bid

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

2. Details of Earnest Money Deposit:_____D.D/P.O. No. & Date: Drawn on Bank:

3. For the purpose of comparison of rates in the financial bid, rates to be quoted in accordance with the Minimum Wages Act, 1948 (and Amendments if any) notified by the Chief Labour Commissioner, Govt. of India as applicable on the date of issue of this tender in Karnataka for Manpower (unskilled). Copy of the notification may be enclosed.

4. The rates which is not in accordance of Minimum Wages Act 1948 (and Amendments if any) notified by the Chief Labour Commissioner, Govt. of India as applicable on the date of issue of this tender in Karnataka for Manpower (unskilled) will not be accepted and financial bid shall not be considered.

   Further, actual amount payable to the bidder shall not be less than Central minimum wages as per rules applicable in the respective states/city as per Ministry of Labour and Employment. Where the Central minimum wages for skilled category are lower than the rates Notified under State Govt. minimum wages, the higher rates shall be protected and treated as minimum rate of wages. For the purpose of evaluation of financial bid, the Bidders shall be required to submit copy of the latest notification of minimum wages for skilled category as Notified by the Chief Labour Commissioner, Govt. of India based on which rates, the financial bid is to be quoted.

5. The agency will ensure that it is complying with all statutory liabilities relating to taxes, payment of minimum wages and other statutory liabilities.

6. Description of Manpower

Categories	Approx. Quantity of manpower's per day	Place where manpower to be supplier
Unskilled Manpower– Area "C"	**14Nos**	**As per Annexure II**

Annexure - III

TENDER ACCEPTANCE LETTER

(To be given on Company letter Head)

Date:

To,

_____

_____

_____

_____

Sub: Acceptance of terms & conditions of Tender.

Tender Reference no:_____

Name of Tender/ Work:-

_____

_____

_____

_____

Dear Madam/Sir,

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

_____

_____

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

2. I /We hereby certify that I / we have read the entire terms and conditions of the tender documents from page No._____ to _____ (including all documents like annexure(s), schedule(s), etc.,), which form part of the contract agreement and I/we shall abide hereby the 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 conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

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

6. I / We certify that all information furnished by 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 Sincerely,

(Signature of the Bidder, with Official Seal)

Annexure - IV

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 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:

Annexure V

(To be given on Company Letter Head)

(To be submitted along with submission of Performance Bank Guarantee)

The execution of work ....(Name of Work) will be supervised/monitored by Sh..... for ..... (Name of Agency) whose contact number is ..... Any directions regarding the work shall be intimated to the said supervisor. Supervisor shall be available 24X7 at site till completion of work.

Signature of Supervisor

Signature of Contractor
(With Seal)

INTEGRITY PACT

To,

M/s. .....

.....

.....

Sub: NIT No. 13/21/2024-W for the of Execution of Work _____

_____

_____

_____

Dear Madam/Sir,

It is here by declared that ASI is committed to follow the principle of transparency, equity and competitiveness in public procurement. The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected. This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the ASI.

Yours Sincerely,

Superintending Archaeologist

Office of the Superintending Archaeologist, ASI
अधीक्षण पुरातत्वविद् का कार्यालय, भा.पु.स.
Ward No.13, Behind Sahitya Bhavan, Near R.N. Shetty Sadam
धारवाड मंडल, धारवाड
Dharwad Circle, DHARWAD

अधीक्षण पुरातत्वविद्
Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण
Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

INTEGRITY PACT

To,

Superintending Archaeologist,
Archaeological Survey of India,
Dharwad Circle,
Behind Kannada SahityaBhavan,
Near R N Shetty Stadium, Dharwad-580008

Sub: Submission of tender for the work_____

_____

_____

_____

Dear Madam/Sir,

I/We acknowledge that ASI is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender /bid document. I/We agree that the Notice Inviting Tender (NIT) is a n invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT. I/We confirm acceptance and compliance with the Integrity Agreement in letter and Spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by ASI. I/we acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement. I/We acknowledge that in the event of my/our failure/bid, ASI shall have unqualified, absolute and unfettered right to disqualify the tender/bidder and reject the tender/bid is accordance with terms and conditions of the tender/bid.

Yours Sincerely,

(Duly authorized signatory of the Bidder)