

दूरभाष : 01437-220177

फैक्स: +91-1437-220163



केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान

अविकानगर(मालपुरा जिला टोंक)बाया जयपुर राजस्थान(भारत)304501
CENTRAL SHEEP & WOOL RESEARCH INSTITUTE
AVIKANAGAR (MALPURA DISTT. TONK) RAJASTHAN(INDIA) 304501



क0सं06(289)एसपी/jobcont./2013/

दिनांक: 17-04-2013

निविदा सूचना

इस संस्थान में निम्नांकित कार्यो को अनुबन्ध (जोब कोन्टेक्ट) के आधार पर करवाने हेतु सक्षम व पात्र पंजीकृत एजेन्सीयो से मोहर बन्द निविदाये आमंत्रित की जाती है-

क्र0सं0	विवरण	अमानत राशि	निविदा बेचने की अन्तिम तिथि व समय	निविदा प्राप्त करने की अन्तिम तिथि व समय	निविदा खोलने की तिथि व समय
1.	संस्थान के विभिन्न विभागों में तकनीकी, लिपिकीय व सपोर्टिंग कार्यो में सहायता करने के कार्य का (जोब कोन्टेक्ट) अनुबन्ध	रू030000/-	08-05-2013 को 4-00 बजे बजे अपरान्ह	09-05-2013 को 1-00 बजे बजे अपरान्ह	09-05-2013 को 4-00 बजे अपरान्ह

नोट :-

- 1- इसका विस्तृत विवरण, नियम व शर्तें इस संस्थान की वेब साइट www.cswri.res.in पर उपलब्ध है । अतः इच्छुक निविदादाता संस्थान वेबसाईट से निविदा प्रपत्र डाउनलोड कर सकते है। संस्थान द्वारा जारी निर्धारित प्र-पत्र पर ही निविदा स्वीकार की जावेगी। सशर्त, तार द्वारा या देरी से प्राप्त निविदा पर कोई विचार नहीं किया जावेगा।
- 2- उक्त प्रयोजनार्थ कार्य की प्रकृति आदि को समझने के लिये दिनांक 2-5-2013 को अपरान्ह 2-30 बजे संस्थान के कमेटी रूम,अतिथि-गृह, अविकानगर में प्री-बीड कोन्फ्रेन्स रखी गई है जिसमें इच्छुक सक्षम व पात्र पंजीकृत एजेन्सीयो के एक अथवा दो (दो से अधिक नहीं) प्रतिनिधि भाग ले सकते है।
- 3- निविदा प्रपत्र की फीस 500/- रू0 प्रति निविदा जो नगद अथवा डिमान्ड ड्राफ्ट के माध्यम से जो कि आई0सी0ए0आर0 यूनिट सीएसडब्लूआरआई के नाम स्टेट बैंक आफ बीकानेर एण्ड जयपुर, शाखा मालपुरा कोड नं0 10088 में देय हो, जमा करवाकर संस्थान से प्राप्त कर सकते है । निविदा प्र-पत्र डाउन लोड करने पर रू0500/- का डिमान्ड ड्राफ्ट भरी हुई निविदा के साथ सलग्न होना चाहिये । निविदा प्रपत्र डाक द्वारा मंगवाने की स्थिति में निविदा शुल्क 550/- रू0 डिमान्ड ड्राफ्ट के माध्यम से स्वीकार्य होगा । किसी प्रकार की पोस्टल देरी के लिये संस्थान उत्तरदायित्व नहीं होगा ।
- 4- निविदाये बन्द लिफाफे में होनी चाहिये तथा लिफाफे के ऊपर निविदा / Schedule of Tender में दर्शाये अनुसार पत्रावली क्रमांक , अनुबन्ध का नाम तथा अन्तिम तिथि साफ-2 अंकित होनी चाहिये ।
- 5- संस्थान के सक्षम अधिकारी महोदय को प्राप्त किसी भी एक अथवा सभी निविदाओं को बिना कोई कारण बताये निरस्त करने का अधिकार पूर्णरूप से सुरक्षित है तथा संस्थान के सक्षम अधिकारी द्वारा लिये गये निर्णय सभी को मान्य होगा ।

निर्देशक

NOT TRANSFERABLE



केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान
अविकानगर (मालपुरा जिला टोंक)वाया जयपुर राजस्थान (भारत) 304501
CENTRAL SHEEP & WOOL RESEARCH INSTITUTE
AVIKANAGAR (MALPURA DISTT. TONK) RAJASTHAN 304501



F. No. 6(289)SP/Jobcon//2013/

Dated : 17.4.2013

INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING THE JOB WORK CONTRACT FOR PROVIDING **TECHNICAL, CLEARICAL AND SUPPORTING WORK** at Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Raj.) – 304501

A	i) Cost of Tender Form by hand or downloaded through website	Rs. 500/-	Rupees Five hundred only
	ii) Cost of Tender Form by post	Rs. 550/- Th. D.D.	Rupees Five hundred fifty only
B	Earnest money/Bid Security money	Rs.30,000.00	Rupees Thirty Thousand only
C	Pre-bid conference	2-5-2013 at 2.30 PM	Committee Room/ Guest house Avikanagar
D	Last date of receipt of Tender in Office	09-05-2013 at 1.00 PM	Purchase Section
E	Tenders (Technical bids/Finance bids) to be opened	09-05-2013 at 4.00 PM	Committee Room/ Guest house Avikanagar
F	Tender to remain open for acceptance	Up to 120 days	From the date of opening
G	The Tender documents is also available at our website	www.cswrnic.in	

NOTE:

1. The Director, Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Raj.) may at his/her discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
2. If the date up to which the Tenders is open for acceptance is declared to be a holiday the Tenders shall be deemed to remain open for acceptance till the next working day.



केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान
अविकानगर (मालपुरा जिला टोंक)वाया जयपुर राजस्थान (भारत) 304501
CENTRAL SHEEP & WOOL RESEARCH INSTITUTE
AVIKANAGAR (MALPURA DISTT. TONK) RAJASTHAN 304501



F.No. 6(289)SP/Jobcont/2013/

Date _____

From :

Director,
Central Sheep & Wool Research Institute,
Avikanagar Tehsil Malpura Distt. Tonk (Raj.) 304501

To

.....
.....
.....
.....

Dear Sir(s),

1. Sealed tenders are hereby invited on behalf of the Director, Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Raj.) 304501 for contract of PROVIDING JOB WORK/SERVICE CONTRACT FOR **TECHNICAL, CLEARICAL AND SUPPORTING WORK** at Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Raj.) The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tenders forms and its schedules. Please submit your rates in the tenders form if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
2. An earnest money of **Rs. 30,000/- (Rs. Thirty thousand only)** As per mentioned in the tender document must be deposited in the form of demand draft/pay order in favour of ICAR UNIT CSWRI, AVIKANAGAR and payable at State Bank of Bikaner & Jaipur, Malpura (Dist.-Tonk, Rajasthan). Code 10088. The particulars of the earnest money deposited must also be superscripted on the top of the envelope by indicating the draft/pay order number and date, failing which the tenders will not be opened. The tenders will not be considered if earnest money is not deposited with the tenders.
3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resale from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.
4. The Schedules of the tenders form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tenders form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter alongwith the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.
5. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
6. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.

7. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Council / Instt. shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to the tenders and annexure, if any, should be signed by the tenderer.
8. The original copy of the tenders is to be enclosed in double cover. The inner cover should be sealed. The outer cover should be superscribed" **THE JOB WORK CONTRACT FOR PROVIDING TECHNICAL, CLEARICAL AND SUPPORTING WORK** at Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Raj.) and the tenderer shall place two envelopes clearly marked containing technical bid and financial bid separately in the main envelop. All Tenders should be sent by Registered Post not later than due date & time as per mentioned in the Schedule II & Bhag A. The Institute will not responsible for any postal delay.
9. The rates quoted by each firm for job/service **TECHNICAL, CLEARICAL AND SUPPORTING WORK** in tenders be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on tenderer's behalf should be indicated in the tenders. Name and address of permanent representative, of the tenderer if any, may also be indicated.
10. The Institute is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders in whole or in part. You are however at liberty to Tenders for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.
11. An amount of 5-10% of the amount of work awarded as a security deposit for the contract is to be deposited by the selected agency/successful tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money will be forfeited.
12. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
13. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and ICAR/CSWRI will not entertain any claim whatsoever in this respect. However the service taxes or any other tax which is as per the rules of the Govt., shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.
14. Director, Institute reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
15. Decision of Director, Institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, Institute. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
16. Acceptance by the Institute will be communicated by FAX/Telegram, Express letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Telegram/Express letter etc. should be acted upon immediately.
17. The following documents/vouchers are required to be enclosed with the tenders form which are the terms and conditions of the tender's document :-
 - a) Registration certificate of the firm under the work contract of the Central Govt./State govt..
 - b) Minimum turnover of the firm during the last financial year.
 - c) Last three years continuous experience of the firm in the field of providing such services in Central Govt. establishments/Autonomous bodies of Govt. of India/ Corporations of Govt. of India/reputed public or private organizations' provide the details in enclosed tabular form.
 - d) Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.
 - e) Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last three years.
 - f) Employee EPF registration certificate issued by local govt. etc.

- g) Employee ESI registration certificate issued by local govt. etc.
- h) The contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour licence under this Act.
- i) Nos. of staff/supervisors registered under ESI & EPF separately. Minimum 50 nos. (Staff/Supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.
- j) Service tax registration certificate issued by Govt. etc.
- k) Successful tenderer will have to enter into a detailed contract agreement with ICAR on non-judicial stamp paper of Rs. (In figures) (In words) for each work.
- l) Only those firms will be considered for financial bid who will qualify in the technical bid, in case Institute invited by double bid.

Yours faithfully,

For and on behalf of the Director
I/c Purchase Section, Avikanagar

TENDERS FOR THE CONTRACT FOR JOB WORK/SERVICE CONTRACT FOR **TECHNICAL, CLEARICAL AND SUPPORTING WORK** AT CENTRAL SHEEP & WOOL RESEARCH INSTITUTE, AVIKANAGAR TEHSIL
MALPURA DISTT. TONK (RAJ.)304501

FULL NAME & ADDRESS OF THE TENDERER -----

Telephone/fax/mob. No.-----

E-Mail address-----

From

.....
.....
.....

To

Director
Central Sheep & Wool Research Institute,
Avikanagar Tehsil Malpura Distt. Tonk (Raj.) 304501

1. I/We have read all the particulars regarding the General information and other terms and conditions of the contract for THE JOB WORK/SERVICE CONTRACT FOR **TECHNICAL, CLEARICAL AND SUPPORTING WORK** and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in Schedule-I to this Tender and I/we agree to hold this offer open till 120 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. L/We shall be bound by a communication acceptance dispatched within the prescribed time.
2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and form a part of this Tender The Schedules-I & II to accompany this Tender are at pages
4. Every page so attached with this Tender bears my signature and the office seal.
5. Pay order / DD No. of Rs. _____/- drawn in favour of ICAR UNIT CSWRI, Avikanagar and payable at State Bank of Bikaner & Jaipur, Malpura (Dist.-Tonk, Rajasthan) is enclosed as earnest money required.

Yours faithfully

Signature & Seal of the Tenderer

Witness

Telephone No. Office

Address

Residence No.

Occupation.....

Mobile No.

Signature of witness to contractor's signature.....

Name & address of Witness

Occupation Mobile no.....

Telephone No.Office/Resi/Mobile

SCHEDULE-I

PART-I

1.	Name of the Firm/Agency	
2.	Full address with Telephone	
3.	Constitution of the Firm/ Agency (Attached copy) Indian Companies Act, 1956 Indian Partnership Act, 1932 (Please give names of partners) Any other Act, if not, the owners	
4.	For Partnership firms whether registered under the Indian Partnership Act, 1932, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.	
	i) If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the Tenders to refer dispute condemning business of the partnership to arbitration.	
	ii) If the answer to above is in point one and two the affirmative please furnisha copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner	
5.	Name and Full Address of your Banker's Along with Bank A/c No. & IFC code No.	
6.	Your Permanent Income Tax No. /Circle/Ward	
7.	Any other relevant information	
PART -II		
8.	Earnest Money Deposited	Yes/No
PART -III		
9.	Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tenders	
10.	Name of the Permanent Representative to visiting CSWRI, Avikanagar, Avikanagar regarding the contract	

Date : Place:.....

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the Tenderer.

SCHEDULE-II

GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE CONTRACT FOR PROVIDING TECHNICAL, CLEARICAL AND SUPPORTING WORK at Central Sheep & Wool Research Institute, , Avikanagar, Tehsil Malpura Distt.-Tonk (Rajasthan)-304501. Detail of the work is given separately.

Scope of Work :

1&r d fud h&	o&kfud ksd sv u& akku d k; kZeal zr fnu l gk; r k; i z k; 'ky k l sl Ec fU k l B wkZd k; j ft LVj kad k j [k&j [k&o] i z k; 'ky k d sfj d k&ZO l e; &2 i j o&kfud k& } k; k cr k; st kusoky sd k; kZeal gk; r k l sl a&/kr d k; Zd j usd s fy , t k&W d k&U&DV v u q U k d k; Z
2&fy fi d h %	l a&Fku d sLFki uk ' k& k& Hr hZ' k& k& fcy ' k& k&y & k& ' k& k&d z o Hk M&j ' k& k& o v U; foH&k& a fy fi d h; i &fr] d sd k; kZeal gk; r k d j us o d B; Wj i j fgUh h@v a s h Val . k; i =kofy ; kad sfu'i knu d k; Zeal gk; r k l s l a&/kr d k; Zd j usd sfy , t k&W d k&U&DV v u q U k d k; Z
3&l i k&V& %	fofH&U i z k& fud o r d u h d h foH&k& i z k; 'ky k& k& , oal &Vj k&i j l i k&V& l s&v kad sd k; kZeal gk; r k l sl a&/kr d k; Zd j usd sfy , t k&W d k&U&DV v u q U k d k; Z

TERMS & CONDITIONS:

1. The Supporting/Allied services staff should follow strict attendance and alternative arrangements are to be made by the agency whenever anyone of staff/supervisor is to go on leave under intimation to this office.
2. Changing of Staff/Supervisor should be intimated to : Director CSWRI, Avikanagar.
3. The Director, CSWRI, Avikanagar.- 304501 reserves the right to reject any or all quotations/tenders in whole or in part without assigning any reason therefore. The decision of Director shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
4. The staff provided should also maintain secrecy and discipline in the premises of Institute.
5. The staff provided should be capable of as per mentioned in tender documents and enclosed part –A.
6. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of CSWRI for the purpose. All complaints should be immediately attended to by the Agency.
7. Uniform with colour specifications and pattern approved by CSWRI should be supplied by the contractor to the workers at his own cost and it should be ensured that the working staff etc., are in proper uniform while on duty.
8. The agreement is terminable with one month notice on either Side.
9. The contractor shall not sublet the work without prior written permission of the CSWRI
10. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
11. The selected agency shall provide the necessary personnel's for at CSWRI, Avikanagar as per labour acts prevalent in Centre/state. The agency shall employ good and reliable persons with robust health. In case any of the personnel so provided is not found suitable by the CSWRI, the CSWRI shall have the right to ask for his replacement without giving any reason there of and the agency shall on receipt of a written communication will have to replace such persons immediately

12. The persons so provided by the agency under this contract will not be the employee of the Council and there will be no employer-employee relationship between the Council and the person so engaged by the contractor in the aforesaid services.
13. Payment for service contract will be made monthly upon submission of pre-receipted bill.
14. After physical inspection of the site, a very detailed assessment/requirements of personnel for providing agricultural research (field and laboratory) and other work as per mentioned in the Schedule to tender document at CSWRI, Avikanagar shall have to be furnished along with the Tender. However, the Tenders should indicate only the lump-sum amount in respect of all the services covered under this contract and that rates should not be proposed on the basis of manpower to be deployed under the contract. No request for alteration in the rates once quoted will be permitted within one year.
15. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The CSWRI shall not bear any extra charge on any account whatsoever i.e. EPF contribution, Uniform, Liveries, OTA etc.
16. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/ deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the CSWRI from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, CSWRI, Avikanagar shall be final and binding on the contractor.
17. Income Tax will be deducted from the payments due for the work done as per rule.
18. They should not live their points unless and until the reliever comes for shift duties, supervisor will maintain all the registers, which are kept at concerned Section.
19. Changing of Supervisor/Staff should be intimated to the Concerned officer.
20. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract.
21. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt. relating to this contract made applicable from time to time.
22. Risk Clause: CSWRI reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Security Money Deposit. or pending bills or by rising a separate claim.

LIQUIDATED DAMAGES CLAUSE:

1. An amount equivalent to two days of contract amount, subject to a minimum of Rs. 500/- will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any Section. It will be brought to the notice of the supervisory staff of the firm by CSWRI and if no action is taken within **one hour** liquidated damages clause will be invoked.
2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.

The Director, CSWRI, Avikanagar reserves the right to reject any or all Tenders in whole or in part without assigning any reasons therefore. The decision of Director, CSWRI Avikanagar shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

Hd&v

d shz Hd+o Au vutq akku l hfku v fod lux j d srd fuf'k u] fy fi dh o l i ksv d d k Zgsqt kw d ksv dv l o ak dsfu; e , oa
'kr z

Hkr h d f'k v u q i f j 'n 'd si f j i = d ekd 17/4/2010 LFkd uk&11 fnukd 11&06&2010

Economy circular4/2010½d h 'kr z, oafu Eufy f'kr 'kr zy kx w g k h

- 1- d k k; l e; d snk fufonkr k Bsl nkj @ QeZ, t sh h@d B u h d k v f/kd r Q fDr @ i z r fuf/k Lo; ami fLFkr gksd j d k Z Lfky d k t k t k d j l d rsg
- 2- fufonkr k Bsl nkj @ QeZ, t sh h@d B u h d si k Hkr l j d k j @ j k T; l j d k j d s J e foHkx } k j k fux Z i a h u u E j i a k k i = g k s k p k g, A
- 3- fufonkr k Bsl nkj @ QeZ, t sh h@d B u h d si k v k d j foHkx } k j k fux Z i s (PAN) u E j @ b z h, Q-@ b Z l -v k b Z @ l s k d j u E j g k s k p k g, A i a k k L o: l k v k o'; d n L r k o s k a d h Q k s i z r i z r q d j u h g k h A
- 4- fufonkr k Bsl nkj @ QeZ, t sh h@d B u h d k l s a /k r v f/k u; e d s v U x z i a h d r g k s k v k o'; d g
- 5- fufonkr k Bsl nkj @ QeZ, t sh h@d B u h d s f'k y k Q b z h, Q-@ b Z l -v k b Z @ U w r e e t n j y h, DV d s v U x z f d l h H h i d k j d k y h y l @ v i j k /k d e k e y k y f e r u g h a g k s k p k g, A
- 6 fufonkr k Bsl nkj @ QeZ, t sh h@d B u h d si k d e l s d e r h u o "k Z d k l j d k j foHkx e a d k Z d j u s d k v u k o o l U k s u d d k Z d k i a k k i = g k s k p k g, A i a k k e a l R k i r c g s l 'k v i z r q d j u h g k h A

7. d & Rd fuf'k u d k Z

- (i) l k k 'k y k e a e k d a k; k y k s h j c k; k y k s h l s l E c f U k r f o'k s i z r d s d k k d k s n f k r k i w Z d j u s e a l g; k g s q l E c f U k r f o'k e a, e 0, l 0 l h g k s k v k o'; d g s, o a l E c f U k r d k k a d s v u k o d s l k f k 2 d B; w j i j d k Z d j u s d k K k u H h g k s k p k g; s A
- (ii) i z k 'k y k j i 'k k u j o L = f u e k Z k o j l k u Q h Y M V s u f f -k u v k n l s l E c f U k r d k k a d s f y; s c h 0, l 0 l h ½ f'k @ V s v l V k y @ y k b o L V k d @ c k V s u k y k s h @ c k d e a v a l k b U ½ g k s k p k g; s v F l o k f o K k u f o'k e a 10 \$ 2 e; l E c f U k r { k s e a f m l y k e k r F k n l s o "k Z d s v u k o o d B; w j i j d k Z d j u s d k K k u H h g k s k p k g; s A

7. l k & fy fi dh d k Z

fy fi dh d k Z g s q f d l h H h f o'k e a 10 \$ 2 e; n l s o "k Z d k v u k o v F l o k f d l h H h f o'k e a L u k r d o d B; w j i j d k Z d j u s d k K k u H h g k s k p k g; s A

7. x & l i k s v d d k Z

l i k s v l s k r k a d s d k Z g s q B e a k j } k j k y x k s t k u s o k y s i z r f u f / k k a d k s l h f k u d s f o f H k u i z k f u d j r d u h d h f o H k k i z k 'k y k v k l i v j k a b R k n e a d k Z d j u s d k K k u o v u k o g k s k p k g; s A
B e a k j } k j k y x k s t k u s o k y s i z r f u f / k k a d h 'k s k f . k d ; k s r k a d e l s d e v k b o h a m r h k Z g k s k p k g; s r F k m l s f g U h o v a s h i < u s o f y [k u s d k K k u g k s k p k g; s A

8& B e a k j } k j k y x k s t k u s o k y s i z r f u f / k k a d h f u f o n k e a n' k Z s x; s d k k a d s f y; s U w r e 'k s k f . k d ; k s r k 'k r Z d a d 7 d s d [k o x e a n' k Z s v u k j g k s k p k g; s A

- 9- l Q y f u f o n k r k Q e Z @, t s h h @ d B u h d k s d k Z v k n s k t k j h g k s d h f n u k l l s, d l l r k g ½ f n u ½ d h v o f / k e a v e k u r j k'k (Performance Security) d s: i e a u d n @ c a M k Q v @ c a x k j U h } k j k d k Z v k n s k d h j k'k d k 10 i z r'k l h f k u e a t e k d j k u k g k k j f t l d h v o f / k B e k l e k r g k s d s 60 f n u i'p k r ~ r d o s k j g a h A; f n o g , s k u g h a d j r k g s r k s f u k f d l h l p u k d s v k a V r B e k f u j L r e k u t k k s k v k s H f o"; e a m l Q e Z, t s h h @ d B u h l s f d l h i d k j d k i = Q o g k j u g h a d; k t k s k A
- 10- B e s d h v o f / k e a B e a k j v F l o k m l d s i z r f u f / k } k j k l h f k u f o j k s h f d l h H h x f r f o f / k k e a H k x y a s i j i z k f u d l E c U h d k j . k a l s v u q U k f u j L r @ l e k r f d; k t k l d r k g
- 11- f u f o n k e a d k Z d k i w k Z f o o j . k H j k t k u k p k g, A v / w j h j d k & N k v k s v L i "V f u f o n k L o h d k j u g h a d h t k s h A
- 12- l 'k r Z, o a r k j r F k n s h l s i z r f u f o n k e k j u g h a g k h A
- 13- f e u k g L r k j f u f o n k L o h d k j u g h a g k h A
- 14- l Q y f u f o n k r k B e l n k j @ Q e Z, t s h h @ d B u h } k j k B e s e a y x k s x; @ y x k s t k u s o k y s i z r f u f / k k a d k p f j = v P N k g k s k p k g, A l H h i z r f u f / k k a d h; k s r k a f u f o n k e a n' k Z x; s d k Z d s v u q l k g k s k p k g; s A
- 15- l h, y - ½ k j , . M , ½, DV 1970 l d l u 12 ¼ ½ ----- 1971 d h o s k u d v k o'; d r k d s v u q i Q e Z, s s h h @ d B u h d k s b l l h f k u e a 20; k v f / k d J f e d f u; q r d j u s d s f y, o s k y k b l s l J e d k k; l s i z r d j u k g k s k v k s m l d h, d i z r f y f i b l l h f k u d s d k k; e a t e k d j k u h g k h A
- 16- B e a k j d k s v u q U k d h v o f / k e a H k r l j d k j d s i p f y r J f e d d k u w k a d k i k y u d j u k g k k A H k r l j d k j } k j k U w r e e t n j y h v f / k u; e d s r g r l e; & 2 i j f u / w j r n j l s H a r k u d j u k g k k A J f e d d k s H a r k u d j u s d h f t E e a k j h L o; a B e a k j



SCHEDULE –III
केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान
अविकानगर (मालपुरा जिला टोंक)वाया जयपुर राजस्थान (भारत) 304501
CENTRAL SHEEP & WOOL RESEARCH INSTITUTE
AVIKANAGAR (MALPURA DISTT. TONK) RAJASTHAN 304501
fufonk d sl kfk fuEufy f[kr nLr ko\$ @l puk ai žr q d ja&



THE FOLLOWING DOCUMENTS/INFORMATION MAY BE FURNISHED

S.No.	Information required	To be filled/attached by the Tenderer
1.	Registration certificate of the firm under the work contract of the Govt. of India/State Govt.	Copy of the certificate enclosed
2.	Turnover the firm during the last financial year	Rs. _____
3.	Last three years continuous experience of the firm in the OFFICE of providing such services in Central Govt. establishment/Autonomous bodies of Govt. of India/Corporations of Govt. of India/ required public or private organizations”	
	Name of the Deptt./ Organization & Name of contract Person with Ph. No.	Period No. of staff deployed Remarks
		From To
	i)	
	ii)	
	iii)	
4.	Certified Balance Sheet of the firm of last year of the service contract by the chartered accountant	
5.	Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last three years.	
6.	Employee EPE registration certificate issued by local Govt. etc.	
7.	Employee ESI registration certificate issued by local Govt. etc.	
8.	The contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act 1970. The contractor shall obtain the labour licence under this Act	
9.	Nos. Of staff/Supervisors registered under ESI/EPF separately. Minimum 50 Nose. (staff Supervisor) required with their ESI & EPF contribution. Documentary proof of vouchers to be required and may be attached.	
10.	Service Tax registration certificate issued by Govt. etc.	
11.	Detailed assessment/requirements of personnel	

(Authorised Signatory)

Name & Address of the Firm _____
Telephone No. _____
Mobile No. _____

FINANCIAL BID

(The financial bid to be enclosed in a separate envelop with seal)

To

The Director
Central Sheep & Wool Research Institute,
Avikanagar Tehsil Malpura Distt. Tonk (Raj.)

Sir,

I/We wish to submit our Tenders for THE JOB WORK / SERVICE CONTRACT FOR PROVIDING **TECHNICAL, CLEARICAL AND SUPPORTING WORK** on the following rates.

No.	Particulars	Per Month per representative including all expenditure and taxes etc.
1.(i)	Monthly consolidated rate offered for THE JOB WORK CONTRACT FOR PROVIDING OF SPECIAL TYPE OF MICRO VILOGO, BIOTECHNOLOGY TECHNICAL WORK in accordance with the highest standards of Allied Services and as per the terms and conditions specified in the Tenders including all labour, material, transportation, specially covered all acts & taxes etc as applicable from time to time	(Rs. In Figure) _____ _____ _____ (Rs. In word) _____
1.(ii)	Monthly consolidated rate offered for THE JOB WORK CONTRACT FOR PROVIDING TECHNICAL WORK (i.e. Laboratories, Livestock, TMTC, Field/Farm Tech. etc.) in accordance with the highest standards of Allied Services and as per the terms and conditions specified in the Tenders including all labour, material, transportation, specially covered all acts & taxes etc as applicable from time to time	(Rs. In Figure) _____ _____ _____ (Rs. In word) _____
2.	Monthly consolidated rate offered for THE JOB WORK CONTRACT FOR PROVIDING CLECRICAL WORK in accordance with the highest standards of Allied Services and as per the terms and conditions specified in the Tenders including all labour, material, transportation, specially covered all acts & taxes etc as applicable from time to time	(Rs. In Figure) _____ _____ _____ (Rs. In word) _____
3	Monthly consolidated rate offered for THE JOB WORK CONTRACT FOR PROVIDING SUPPORTING WORK in accordance with the highest standards of Allied Services and as per the terms and conditions specified in the Tenders including all labour, material, transportation, specially covered all acts & taxes etc as applicable from time to time	(Rs. In Figure) _____ _____ _____ (Rs. In word) _____

I/We agree to forfeit the earnest money if I/We fail to comply with any of the terms and conditions in whole or in part lay down in the Tender form.

We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.

Signature _____

Name & Address of the firm _____

Telephone No. _____

Mobile No. _____

DRAFT SPECIMEN AGREEMENT

This agreement is made at _____ (place) on _____ (month/year) _____ day of _____ between _____ (Institute) _____ (here in after called Institute) through _____ (designation of the competent authority in the Instt.) _____ which term shall include its successors, assignees etc. on the first part and _____ (name & address of the firm) _____ (hereinafter called the Firm) which term shall include its authorized representatives, successors, assignees etc on the other part.

Whereas the _____ (Institute) _____ has decided to assign the annual job work contract for providing _____ (nature of job) _____ at _____ (Name of the Institute) _____ (location) _____ to the firm on the terms and conditions hereinafter contained.

NOW IT IS HEREBY AGREED by and between the parties hereto as follows:

1. This agreement shall come into force w.e.f. _____ (date) _____ and will remain in force for a period for one year but can be terminated by _____ (name of the Institute) _____ by giving one calendar month's notice in writing of its intentions to terminate the Agreement. The agreement can be renewed, on mutually agreed terms.
2. The firm shall be responsible for annual job work contract for providing _____ (name of job) _____ at _____ (location) _____.
3. The firm will provide full particulars of every worker deployed by it for providing the services and gate security purposes and get their character and antecedents verified from the Police Authorities.
4. All personnel posted at premises shall all times and for all purposes be deemed to be employee of the firm and the _____ (name of the Institute) _____ shall have no liability on this account in any manner.
5. That the firm shall ensure that all persons deployed at _____ (name of the Instt.) _____ premises are of good character, well behaved and otherwise competent and qualified to perform the work for which they are deployed.
6. The _____ (name of the Instt.) _____ Shall have the right to ask for the removal from the _____ (name of the Instt.) _____ premises any personnel considered by the _____ (name of Instt.) _____ to be incompetent, disorderly or any other reason and such person shall not again be deployed without the consent of the _____ (name of the Instt.) _____.
7. The manpower deployed by the Agency should work as per the working days and timings of the _____ (name of Institute) _____. No extra wages will be paid for attending office on weekends, holidays and late sitting.
8. Monthly consolidated charges for job/work contract for providing _____ services at _____ (name of the Instt.) _____ is as per terms and conditions. Specified and scope of work as per Schedule-I in the tender document including all the taxes viz. Service Tax and other taxes as applicable will be paid to the firm by the Council. The firm will raise a bill of this amount on 1st working day to every month and the payment released by the Council in the form of crossed cheque payment to the firm subject to satisfactory performance/delivery of contracted job/work services. Copies of documents such as deposit challan along with list of persons showing deposit of ESIC, EPF with the concerned agencies are also to be deposited with the bill.

9. The deduction of income tax from the bills of the Agency will be made at source as per rates applicable from time to time.
10. In case of dispute between the parties, the matter shall be referred to the sole Arbitrator appointed by the(name of the Instt.)..... The decision of the sole Arbitrator shall be final and binding in any respect of any dispute between the parties.
11. That the Firm shall issue uniforms to all their employees engaged, which they shall wear while on duty (optional)
12. That the firm shall issue identity card to each of the workers engaged for entry into.....(name of the institute).....premises.
13. That the Firm shall ensure the successful implementation of the terms and conditions of the agreement by proper control and supervision of the work.
14. That in case the Firm fails to perform any of the terms and conditions of this agreement or commits any breach of the contract, the (name of the Institute)..... may cancel the contract.
15. That the firm agrees to discharges all their legal obligations in respect of their workers in respect of their wages and services conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time, viz obligations under Contract Labour (Regulation & Abolition) Act, 1970, workmen's Compension Act 1943, E.P.F., E.S.I. & M.P. Act 1947 etc. Firm agrees to indemnify and keep indemnified.....(name of the Institute)..... on account of any failure to comply with the obligations under various laws or damage to (Name of the Institute).....due to act/omission of Firm.
16. It is also agreed that under no circumstances the volunteers and/or the employees/workmen of theFirm shall be treated, regarded or considered or deemed to be the employees of the(name of the Institute)..... and the Firm alone shall be responsible for their remuneration, wages and other benefits etc. Firm shall indemnify and keep indemnified the(name of the Instt)..... Against any claim that it may have to meet towards the employees/workmen of the Firm. Firm employees/workmen shall have no claim to absorption/regularization and financial benefits etc. that are admissible to regular employees in the office of(name of the Instt.).....
17. The contract is subject to the conditions that the firm shall complot with all the laws and by laws of Central Govt./ State Govt as applicable relating to this contract.
18. In case of any loss or damages to the property of the Council at which is attributable to the firm, the full damages will be recovered from the firm.
19. The Firm shall no transfer its right or sub-contract to any one else.
20. The Firm or its workers shall not misuse the premises allotted to them for any purpose other than for which contract is awarded.
21. The Firm shall devote its full attention in service to ensure highest quality in all aspect and discharge its obligations under the contract with trust, diligently and honestly.
22. In case of any accident/loss of life of the workers during discharging duties compensation to be given to the workers, the same shall be borne the Firm.

23. There will be surprise checking by an Officer, Shortcomings. If any pointed out by him shall be restored by the contractor within 24 hours of its bringing to his notice.
24. The firm shall provide a Coordinator for immediate interaction with the organization.
25. The terms and conditions as stipulated in the tender documents and enclosed herewith, shall be part of the agreement.

PENALTY CLAUSE LIQUIDATED DAMAGES CLAUSE

1. An amount of Rs. 500/- will be levied as LIQUIDATED DAMAGES per day. Whenever and wherever it is found that the work is not up to the mark in any Section, it will be brought to the notice of the supervisory staff of the firm by.....(Name of the Institute)..... And if no action is taken within one your liquidated damages clauses will be invoked
2. Any misconduct /misbehavior on the part of the manpower deployed by the agency will not be tolerated And such persons will have to be replaced immediately.
3. If the required number of workers/supervisor are less than the minimum required as penalty of Rs. 500/- per worker per day will be deducted from the bill.

The decision of(competent authority in the Institute)..... shall be final and binding on the contractor/agency in respect of any clause covered under the contract and any matter incidental to the contract.

IN WITNESS where of the parties have executed those present on the day, month and year as mentioned above.

(Name & Address of the firm)

(For the Institute)

Witness:-

1 _____

2 _____