



GOVERNMENT OF INDIA
PETROLEUM AND EXPLOSIVES SAFETY ORGANISATION
O/o. THE DY. CHIEF CONTROLLER OF EXPLOSIVES
18th K.M. STONE, GONDKHAIRY, AMRAVATI ROAD, NAGPUR – 440 023

TENDER FORM

FOR

ANNUAL CONTRACT

**For Safety Zone & Garden Maintenance of
Departmental Testing Station**

No. D-32019/1/2012-13/Tender /DTS/Safety Zone & Garden Maintenance

Price: Rs.500/-

Government of India
Petroleum and Explosives Safety Organisation (PESO)
O/o. THE DY. CHIEF CONTROLLER OF EXPLOSIVES
18th K.M. STONE, GONDKHAIRY, AMRAVATI ROAD, NAGPUR – 440 023

1. Name of Firm& Address : _____

Phone: _____
E-mail _____
Cell Phone: _____
2. Registration No. : _____

3. CST/LST/VAT No. : _____

4. Earnest Money D.D No. : _____
Issuing Branch& Date _____

5. PAN/TAN Details : _____

Date:

Signature of Tenderer

Receipt & Opening of Tender:

1.	Last date and time for issue of Tender form	07/02/2012 up to 1700 Hrs
2.	Last date and time of submission of Tender form.	08/02/2012 up to 1500 Hrs
3.	Date and time of opening of Tender.	09/02/2012 at 1400 Hrs
4.	Place of submission and opening of Tender	O/o. Dy. Chief controller of Explosives, Petroleum and Explosives Safety Organisation, 18 th K.M. Stone, Gondkhairy, Amravati Road, Nagpur – 440 023 (Maharashtra)

-The offer shall be addressed to the O/o. Dy. Chief Controller of Explosives, Petroleum and Explosives Safety Organisation, 18th K.M. Stone, Gondkhairy, Amravati Road, Nagpur – 440 023 (Maharashtra).

- Sealed tenders shall be dropped in the tender box provided in the O/o. Dy Chief Controller of Explosives, Departmental Testing Station, Gondkhairy, Nagpur.

GENERAL TERMS AND CONDITIONS

A- For Tenders

- (a) In case documents are not found in order as per the requirements, the bid will be rejected.
- (b) Cost of Tender document/Form once paid is non-refundable.
- (c) Each page of the offer is to be signed and stamped.
- (d) The Dy. Chief Controller of Explosives reserves the rights to accept or reject any tender without assigning any reason whatsoever.
- (e) In the event of any dispute with the decision of Tender Committee, the decision of the Dy. Chief Controller of Explosives will be final.

B- Contract Period

The Dy. Chief controller of Explosives, DTS, Gondkhairy, Nagpur proposes to award safety zone and garden maintenance contract for the premises of Departmental Testing Station, Gondkhairy, Nagpur. **The period of Contract will be from 01/04/2012 to 31/03/2013.** The contract shall be for the period of one year subject to the decision of the Petroleum and Explosives Organisation after observing performance during the first three months.

In case of acceptance of offer, a detailed MOU/ agreement will have to be signed by the successful L-1 bidder (henceforth called as “*Service provider*”) with Dy. Chief Controller of Explosives, DTS, PESO, Gondkhairy, Nagpur.

C. Termination of Contract:-

The Contract shall have provision for termination by either side with one month notice in writing. However , this clause shall not be applicable for the first three months period wherein the Petroleum & Explosives Safety organization shall reserve the right to terminate the contract if performance of the contractor is not found satisfactory.

C- Validity:

The price quoted must be firm during the tenure of the contract and offer must remain open for acceptance minimum up to 120 days from the date of opening the tender. Offer with a validity of less than 120 days will be liable for rejection without any further reference.

D- Late Receipt of the Offers:

Late/delayed offers, fax offers/messages, telegraphic offers and incomplete offers are liable to be rejected. Any late/delayed tender received will not be accepted.

E- Earnest Money Deposit amount:

The Earnest Money Deposit (EMD) **Rs. 15,000/-** (Rupees Fifteen Thousand only) shall be deposited along with the tender. The earnest money without interest will be returned to the unsuccessful bidders. The EMD will be payable by a demand draft, drawn on any Nationalized/Scheduled bank in favour of "Chief Controller of Explosives" payable at Nagpur.

F. SECURITY DEPOSIT

Successful L-1 bidder shall have to furnish security deposit of Rs. 15,000/- (Rs. Fifteen Thousand Only) as performance security in the form of Demand Draft drawn on any Nationalised Bank in favour of Chief Controller of Explosives payable at Nagpur. This will be refunded after the expiry of the contract.

G- Payment Terms:

No advance payment will be made. The payment will be released on monthly basis. The *Service provider* will submit monthly bill along with the requisite documents within one week of completion of the month.

H. Deployment of Workers:

The contract is for deployment of 07 workers per day basis for maintenance of Safety Zone of Testing Laboratories, magazines, blasting pit and garden of DTS premises spread over 81 acre (Approx) by regularly cutting grass / wild growth through out the contract period. At least one contract worker shall possess experience of handling grass cutter machine.

The workers will have to be deployed as per the deployment scheme of this office . Successful bidder shall have to provide workers in general shift of 08 hrs.

I. Compliance of Statuary Requirements:

(a). The service provider must possess valid labour Licence under Contract Labour (Registration and Abolition) Act 1970 and the Contract Labour (Registration and Abolition) Central Rules , 1971.

(b). The service provider shall ensure that various benefits of their personnel in accordance with the provisions of various acts as applicable in the State of Maharashtra as well as compliance of all Central and State Statutory obligations as applicable to their personnel and same shall be entirely his responsibility with no liabilities whatsoever may be attached to the Petroleum and Explosives Safety Organization (PESO).

(c). The service provider must pay their workers in accordance with the provisions of Minimum Wages Act and Minimum Wages (Central) Rules , 1950 and other Statutory provisions applicable in the State of Maharashtra.

(d) The service provider shall abide all other statutory provisions applicable to him for undertaking maintenance contract.

J. Other terms:

(a). Compliance of the provision of payments of Compensation to the workers engaged by the service provider due to accident, accidental death or injury while on employment in the DTS shall be service provider's responsibility.

(b). The workers shall attend the duty with jungle boots and necessary garden maintenance devices.

(c). All arrangement required for posting of workers shall be made at service provider's own cost. Charges for accommodation if provided by DTS like drinking water , electricity and other charges shall be paid by service provider as per Govt rules which is applicable from time to time.

(d). Replacement of personnel, if required by DTS due to any reason, shall be provided by the service provider within 24 hrs.

(e). Any request for decreasing or increasing the strength of workers shall be complied by the service provider within 7 days of the notice in writing. The accepted rates of the contract will also be applicable to such change in the strength.

(f). Any loss to property of Departmental Testing station arising out of negligence of service provider's workers shall be compensated by deducting service provider's bills based on market value of such property.

Description of Work

The Departmental Testing Station (DTS), is having testing facilities at 18 K.M Stone, Amravati Road, Gondkhairy, Nagpur spread over on 81 acres of land. The service provider has to provide 07 workers on per day basis in general shift of 08 hours for maintenance of Safety Zone of Testing Laboratories, magazines, blasting pit and garden of DTS premises by regularly cutting grass / wild growth through out the contract period. Season to season plantation of seasonal flowers plants, plantation of lawns, shrubs, trees etc as and when required, will have to be carried out by the workers of the service provider. The service provider has to directly supervise his employees work.

BID

The bid shall be organized and submitted as per following sequence.

1. Table of Contents :- List of documents enclosed with page nos.
2. Earnest money deposit of Rs.15,000/- (Rupees Fifteen Thousand only) in the form of Demand Draft drawn on any Nationalized/Scheduled Bank in favour of “Chief Controller of Explosives” payable at Nagpur shall be submitted.
3. Tender form fee of Rs.500 (Rupees Five Hundred only) in the form of Demand Draft drawn on any Nationalized/Scheduled Bank in favour of “Chief Controller of Explosives” payable at Nagpur shall be submitted **in case the Tender form is downloaded from Organisation’s website.**
4. CST/LST/VAT registration certificates if any.
5. PAN/TAN Details.
6. Attested copies of Articles of Association (in case of Registered firm), By laws and certificates for registration (in case of registered co-operative Societies), partnership deed (in case of partnership firm) if any.
7. A copy of letter of competent authority regarding rate of minimum wages as applicable at Gondkhairy.
8. A copy of Registration Certificate of Shop and Establishment
9. A copy of Latest Income Tax Certificate/ latest income tax return submission documentary proof.
10. A copy of Provident Fund Registration Certificate . The service provider must fulfil the obligation of Provident Fund, if he engages more than 20 contract workers in all including of this office and also other organizations where the service provider undertakes such type of work, the contract worker shall be taken into account for fulfilling the obligation of Provident Funds Rules.
11. Copies of Registration with CPWD , if any
12. Copies of recent similar contracts with Govt Department / Public sector undertaking executed during last three years, if any.
13. Details about Type and Scale of Work executed in the last 3 Years in different organization.
14. Copies of registration with Government Department, Public Undertaking indicating Class of Registration. ***Preference will be given to those firm who had contract with Govt. Department / Public Undertaking***
15. Certificate to the effect that all conditions mentioned in the tender will be agreed to.
16. The rate of contract worker must be quoted on per day basis and shall include service tax as applicable .
17. Service charges shall be quoted separately . Quotations without service charge will not be considered.
- 18 Calculation sheet as per item no. 16 and 17.

Dy. Chief Controller of Explosives
Departmental Testing Station, Gondkhairy, Nagpur

