



ICAR-NATIONAL RICE RESEARCH INSTITUTE
(Indian Council of Agricultural Research)
CUTTACK-753 006, (ODISHA), INDIA
 GRAM: RICE, PHONE: 0671-2367768-783, FAX: 0671-2367663, e-mail: errictc@nic.in



F.No.53 -76/2016-17/Tech./_____

Date: ____/04/2017

To

Sub: Tender for providing "**Mechanic Service**" at NRRI Cuttack-6.

Sir,

Director, National Rice Research Institute, Cuttack-6 (ODISHA) on behalf of the Secretary, Indian Council of Agricultural Research, New Delhi, invites sealed and typed tenders for providing the following services as detailed below:

Scope of work/service:

Sl. No.	Description of the Works/service	Quantity	Rate/Amount Per Month (Rs.)
1.	<i>Mechanic service (Highly Skilled) having basic training in relevant field.</i> Qualification: 10 th Pass Age : Should not be more than 55 Years as on 31.12.2016 Essential Experience/Eligibility: Minimum 1-3 years of post qualification experience in the relevant field. Job Profile: Take care of day to day repairs of small machines like stabilizers, UPS, refrigerator, ACs, incubators etc. Period of service: One year from the date of award. The specific wages rate has to be taken into account for highly skilled category in maintenance work as per Chief Labour Commissioner (Central). Basic wages (Minimum wages taking into account the VDA as on 01.10.2016 as per Ministry of Labour of Employment(C)).	One	
2.	Service Charges claim by the Firm @%		
3.	EPF Contribution @%		
4.	ESI Contribution @%		
5.	Service Tax@%		
TOTAL: `			

(Rupees _____ only per month)

Signature of the Contractor

Address:

P.T.O.

NOW THEREFORE THE QUOTATION SHOULD SATISFY THE FOLLOWING TERMS AND CONDITIONS FOR LIMITED TENDER:

- 1) The earnest money deposit (EMD) of Rs.5,000/- (Rupees Five Thousand only) must be deposited in shape of Demand Draft drawn in favour of the Director, NRRRI, Cuttack-6 payable only at the State Bank of India Nayabazar, Cuttack-4 (Code No.2094) should be enclosed with the tender, without which the tender will be rejected. Demand Draft drawn before the date of issue of the tender paper shall not be considered. The bidders are required to append the Xerox copy of the up to date Registration certificate of License as a contractor/service provider/Govt. supplier, IT, VAT and Experience in such type of, if any with the tender paper, failing which the tenders will be rejected and no correspondence in this regard will be entertained. The last date of receipt of tender is **dated 15/04/2017** up to **3.00 P.M.** and the same will be opened on the same day at **3.30P.M.** The envelope containing the tender should be super-scribed as **"Mechanic Service" at NRRRI Cuttack-6."**
- 2) **An amount equivalent to Rs.10,000/- of the contract value towards 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.
- 3) No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer
- 4) In case the tender is accepted and the work is awarded, it is incumbent on the service provider to provide the service as per the scope of work/service to the best satisfaction of the Director, NRRRI, failing which the Security amount will be forfeited and the service provider is liable to pay the loss incurred by the NRRRI, to carry out the work/service through any other agency.
- 5) Contract Labour Act, Minimum Labour wages Act, (Central), and other labour related Act as applicable time to time must be followed by the Contractor. The Director, NRRRI will not be held responsible for the fault of the service provider.
- 6) **The rates must be quoted taking into account of enhancement of VDA/Minimum waged during the contract period, so that minimum wages should be paid to the workers.**
- 7) The service provider is to submit EPF, ESI, Service Tax registration certificate from issuing authorities, valid on the date of bid.
- 8) Payment will be made monthly basis on receipt of pre-receipted bills in triplicate. The monthly bill should be submitted to the Medical Officer, Dispensary, NRRRI, Cuttack-6. Payment will be effected only after the certificate furnished by the Medical Officer, Dispensary of this Institute regarding satisfactory completion of the service on the body of the bill.
- 9) Income Tax as applicable with be deducted at TDS from the monthly bill only on the service charges.
- 10) The service provider should enclose the attendance sheet of the worker, valid documentary proof of deposit of EFP, ESI and Service Tax in the concerned department with the monthly bill, failing which the amount so claimed towards respective accounts will be deducted from the bill.

- 11) The service provider will discharge all its legal obligations in respect of the workers / supervisors to be employed / deployed by him for the providing service 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 service provider shall indemnify and keep indemnified the NRRRI, Cuttack-6 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 the Director, NRRRI, Cuttack-6 shall be final and binding on the service provider.
- 12) The service provider shall be the principal employer of the workers/supervisors to be employed / deployed by them at this Institute and the Director, NRRRI, Cuttack will not be responsible for employment / deployment of the workers / supervisors of the service provider. The Director, NRRRI, Cuttack has no liability what so ever, towards the employment of the workers / supervisors employed / deployed by the service provider.
- 13) Any liability that may arise due to damage / injury, death of any personnel of service provider while carrying out the work/service shall be borne by the service provider.
- 14) That it is also agreed that under no circumstances, the volunteers and / or the employees / workmen of the Firm shall be treated, regarded or considered or deemed to be the employees of the National Rice Research Institute, Cuttack-753006 and the Firm alone shall be responsible for their remuneration, wages and other benefits etc. Firm shall indemnify and keep indemnified the National Rice Research Institute, Cuttack-753006 against any claim that it may have to meet towards the employees / workmen of the Firm. Firm's employees / workmen shall have no claim to absorption / regularization and financial benefits etc. that are admissible to regular employees in the office of National Rice Research Institute, Cuttack-753006.
- 15) If any damage will occur in the above Division/Place during providing service, will be borne / repaired by the service provider.
- 16) Over writing/over typing/cutting on the tender papers is not permitted and liable to be rejected.
- 17) Tenders not complying with the above conditions are liable to be rejected.
- 18) If any ambiguity is there, tender will summarily be rejected without bringing to the notice of Bidders.
- 19) The tender should be sent by post/courier only.
- 20) Tender papers received after due date/ time shall not be entertained.
- 21) The Jurisdiction of this tender/contract shall be Cuttack only.
- 22) Director, NRRRI, Cuttack will not held responsible for postal delay.
- 23) The Director, NRRRI, Cuttack-6 reserves the right to reject any or all the tenders either in part or full without assigning any reason thereof.

Note: *The bidder (s) are required to enclose an Account Payee Demand Draft for **Rs. 2000/- (Rupees Two thousand only) which is not refundable** drawn in favour of the Director, NRRRI, Cuttack-6 payable only at State Bank of India, Nayabazar Branch, Cuttack - 4 (Code No.02094) along with the tender towards cost of the tender paper, failing which the quotation will be rejected what so ever.*

Assistant Administrative Officer

Signature of the Contractor

Address: