TENDER NOTICE

INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

Tender in the prescribed form is hereby invited through e-tendering mode by the Director, VECC, DAE, 1/AF, Bidhan Nagar, Kolkata- 700 064, on behalf of the President of India in two bids system from eligible contractors for the following work:

**Name of work**

Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.

**Estimated cost put to tender**

₹ 36 Lakhs

**Earnest Money Deposit (EMD)**

Rs. 36,000/- in the from of Fixed Deposit Receipt / Demand Draft / banker's Cheque as prescribed above.

**Contract Period**

12 Months (extendable for one more year on mutual consent)

**Security Deposit**

2.5% of Tendered Value

**Performance Guarantee**

5% of Tendered Value.

**Cost of Tender Document**

Nil
Tender Processing Fee (Non Refundable)

Rs. 2124/- by e-payment through electronic mode (Non Returnable) in favour of
M/S ITI Limited New Delhi.

9. Tender Processing Fee

www.tenderwizard.com/DAE

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makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the Earnest Money deposit absolutely. Further the tenderer shall not be allowed to participate in the re-tendering process of the work. If, after issue of Letter of Intent, contractor shows his inability to commence the work, 100% value of EMD shall be forfeited the the Govt. of India.

17 **Tenderer’s responsibilities:**

Submission of a tender by a tenderer implies that he has read this notice & all other contract documents, and has made himself aware of the scope & specifications of the work to be done and local conditions and factors having a bearing on the execution of the work.

18 **Site visit by the tenderer before tendering:**

Tenders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature work to be carried out, the means of access to the site and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender.

19 **Tender documents & signing of contract:**

The Notice Inviting Tender shall form a part of the contract document. The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the agreement consisting of: The Notice Inviting Tender, all the documents including all conditions and specifications, if any, forms the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence made during the process.

20 **Tender documents:**

The contractor (whose tender is accepted) should furnish a certificate of liability for damage done by his / her employees/ workers. Contractor should also provide names and addresses of the employees/ workers.

21 **Letter of Intent, contractor shows his inability to commence the work, 100% value of EMD shall be forfeited the the Govt. of India.**

Insurance coverage (Workmen compensation insurance policy) for any accident or injury sustained during execution of work at various campuses of VECC, Kolkata for each worker should be provided, & ESI, EPF should also be made available for the personnel engaged for the work.

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Insurance coverage (Workmen compensation insurance policy) for any accident or injury sustained during execution of work at various campuses of VECC, Kolkata for each worker should be provided, & ESI, EPF should also be made available for the personnel engaged for the work.

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*Dr. Shubhish Chatterjee, 033-23182318, 033-23587814 (O), Dr.-sub@vecc.gov.in*
All the purchases and contract commitments of VECC will be honoured without the citizen having to pay any bribe. In case any person demands any bribe, it is the duty of a responsible citizen to inform the matter to the Vigilance Officer, VECC, Kolkata. His name and Telephone numbers: Dr. Subhasis Chattopadhyay, 033-23182318 / 033-23587814, email: sub@vecc.gov.in

<table>
<thead>
<tr>
<th>24</th>
<th>Credential for participation in tender</th>
</tr>
</thead>
<tbody>
<tr>
<td>A)</td>
<td>The tenderer should have experience and expertise for providing services in similar kind of jobs in Govt. / Semi Govt. / Public Sectors.</td>
</tr>
<tr>
<td>B)</td>
<td>Should have satisfactorily completed the similar works as mentioned below during the last Seven years ending 31.03.2020.</td>
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<tr>
<td>C)</td>
<td>Should have a solvency of not less than 40% of the estimated cost put to tender.</td>
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**List of Essential Documents and Certificates to be scanned from Original & Uploaded While Online Submission of Bid:**

- Copy of documents as mentioned in credential.
- Latest Income Tax Return and PAN (Permanent Account Number) Registration.
- Declaration about the compliance of Minimum Wages as per prevailing minimum wages, Govt. of India Act, 1948 and Central rules (latest).
- Valid Trade Registration certificate.
- Certificate of Registration for GST.
- Copy of the quarterly return of Professional Tax.
- Electronic payment towards Tender Processing Fee.
- Electronic payment towards Tender Processing Fee.
- Demand Draft / Bankers Cheque of any Scheduled bank with number and date for the amount as applicable.
- Copies of last three year's Profit & Loss Statement, Balance Sheet and Financial Turn Over certified by CA.
All the documents shall be signed by authorized signatory of the tenderer with his / her full designation before uploading them online the appropriate site.

Those contractors not registered on the website mentioned above, are required to get registered. If needed, they can be imparted training for online bidding process as per details available on the website.

The intending bidder must have valid class –III digital signature to submit the bid.

The bid can only be submitted / uploaded after payment of tender processing fee, EMD and other documents as specified in clause #25

Conditions and Clauses of Contract – 2008

Contractor should not have incurred loss in any two consequent years during last five years.
0.1% of PG amount will be levied.

8) The officers of the bank, or any other bank, or the bank's representatives, or any other person, shall be liable for the payment of such interest or penalty as the bank may determine. The bank shall not be liable for any delay in the payment of such interest or penalty due to any act or omission of the officers or representatives of the bank.

9) The bank may, at its discretion, refuse to accept any interest or penalty as such on any payment, or may refuse to accept any interest or penalty on any payment made on behalf of the bank.

10) The bank reserves the right to alter, increase, or decrease the interest or penalty at any time without notice.

11) The bank reserves the right to refuse to accept any interest or penalty as such on any payment, or to refuse to accept any interest or penalty on any payment made on behalf of the bank.

12) The bank reserves the right to alter, increase, or decrease the interest or penalty at any time without notice.

13) The bank reserves the right to refuse to accept any interest or penalty as such on any payment, or to refuse to accept any interest or penalty on any payment made on behalf of the bank.

14) The bank reserves the right to alter, increase, or decrease the interest or penalty at any time without notice.
Ref: NIT No. VECC/MEG/NIT/805                                    Date: 24/08/2020

1. Name of the Firm/Tenderer:  
2. Address:  

Job Description: Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.

<table>
<thead>
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<tr>
<td>1.</td>
<td>Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.</td>
</tr>
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</table>

A. Operation and maintenance of air blower and hydraulic system of RF system of Superconducting Cyclotron (SCC) including uninterrupted supply of air to the RF Cavity, amplifier, Coupling Capacitor and trimer capacitor at SCC Building. This operation includes regular check up and replacement, as & when necessary, of filter cartridges of Air Blower system and attending Hydraulic system of coupling capacitor.

B. Fabrication of aluminium table, MS table and Gas cutting of raw materials. Preventive maintenance lubrication and cleaning of different machines. Dismantling, reassembly and cleaning of equipments. Loading/unloading/disposal of waste coolant, lifting of heavy objects and holding of works. Segregation and dumping of different scrap material at workshop.

C. Various material handling activities linked with modernization / housekeeping / up-gradation/replacement of obsolete equipment. Installation, monitoring and maintenance of fire safety equipments. It involves handling of heavy materials, removal of hatch block, removal of shielding planks, placemen of alignment fixtures and assembly of equipments, handling of materials from the store to the site, erection, operation of 2 nos of EOT cranes, 2 nos of mono-rail hoist, other chain pully blocks and forklifts, etc under material handling unit. Providing miscellaneous support in regular servicing & auto electrical maintenance including body repair and painting for minor denting, upholstery repair, wiring and harness checking of VECC vehicle in transport maintenance unit.

Contactor’s Scope:
(i) Contractor shall depute at least 13 (thirteen) Skilled personnel as required for execution of the above job.
(ii) Duty Hours: 22 days in a month from 09.00 Hrs to 17.30 Hrs from Monday to Friday or round the clock shift.
(iii) Rate should be inclusive of all costs viz. minimum wages including present rate of VDA, incidental charges, statutory obligations such as contribution towards ESI, EPF and any other Central as well as State Govt. taxes, levies including profit. The minimum wages and VDA increased by Ministry of Labour will be reimbursed extra during the contractual

<table>
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<tr>
<th>Sl. No.</th>
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<th>Unit Rate (In Figures)</th>
<th>Total Qty.</th>
<th>Total Amount (In Words)</th>
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<tr>
<td>1.</td>
<td>Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.</td>
<td>Operation</td>
<td>3432</td>
<td>Operation</td>
<td>1</td>
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</table>
period as per the applicable rate as and when revised. ESI, EPF and GST on the additional amount will also be considered for reimbursement on submission of documentary evidences.

Total Rupees ……………………………………………………………………………………………………….. only.

Note:
(i) Contractor shall depute at least 13 (thirteen) Skilled personnel as required for execution of above job.
(ii) Duty Hours: 22 days in a month from 09.00 Hrs to 17.30 Hrs from Monday to Friday or round the clock shift.
(iii) Rate should be inclusive of all costs viz. minimum wages including present rate of VDA, incidental charges, statutory obligations such as contribution towards ESI, EPF and any other Central as well as State Govt. taxes, levies including profit. However, any increase in the minimum wages and VDA by Ministry of Labour will be reimbursed extra during the contractual period as per the applicable rate as and when revised on production of documentary evidence pertaining to payment by the bidder. No profit on increase amount of VDA will be considered for making payment by the department. ESI, EPF and GST on the additional amount will also be considered for reimbursement on submission of documentary evidences.

Contractor Signature with rubber stamp
Tender document for providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC, under overall control and supervision of Contractor and conforming to following parts of the tender document.

PART I

Section A : General Conditions of the Contract
Section B : Work Schedule & Terms and Conditions

PART II : Price Schedule
GENERAL CONDITIONS OF THE CONTRACT
(SPECIFICATIONS)

This tender is for providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC, under overall control of Head, MEG, VECC and supervision of the Contractor itself.

Departments scope of work: Department will provide all tools, tackles, consumables as required for the job free of cost.

Vendor’s scope of work: Vendor has to provide personnel suitable for the nature of work.

Safety Precautions: Regulation of VECC should be followed strictly during the work.

WORK SCHEDULE:

1. The work is to be carried out as required as per schedule of quantity.
2. Minimum three persons (one High Skilled, one Skilled & one Un-skilled) for 22 working days in a month as required with well conversant in laboratory maintenance work should be employed by the contractor on a regular basis at work site at Regional Centre/BRIT, Kolkata and Medical Cyclotron Facilities, Chakgaria, Kolkata to carry out the job. The contractor should pay to their personnel current Minimum wages including VDA payable under Minimum Wages Act as notified by Office of the Chief Labour Commissioner(C), New Delhi, Government of India. Any breach of this condition will be liable for termination of the contract and the same would be dealt with accordingly. No escalation will be paid for this work. No extra payment over and above the quoted price will be paid. However, Minimum wages and VDA increased by Ministry of Labour will be reimbursed extra during the contractual period as per the applicable rate as and when revised. ESI, EPF & GST on the additional amount will also be considered for reimbursement on submission of documentary evidences. Besides Minimum wages and VDA, EPF and ESI per head at the current rate should be paid by the contractor every month as per the existing rules and copies of paid challans should be submitted every month to this office. No work no pay will be applicable for the period of absence and deduction will be made. Basic wages, VDA, ESI and EPF will be deducted as per the skill grade of the worker for the period of absence.
3. The work will be carried out during 0900 Hrs. to 1730 Hrs. on all working days and if required, it may also require carrying out the job on holidays or after 1730 Hrs. on working days or in round the clock shift duty.
4. Working personnel under the contract will not be entitled for any medical facility from department except the first aid which is provided only during working days between 0900 Hrs. to 1730 Hrs.
5. All working personnel should be covered under ESI facility and should have to be entitled on EPF facility.
6. All the persons should have Police Verification Certificate, valid identity proof / residence proof and should submit attested copies of documents in support of above. However due to security reasons, Security Section of VECC may ask for specific identity proof / residence proof / certification by local police as may be required.
7. Contractor should identify one person among the workmen to be present at the VECC campus during working hours on working days and holidays in case required for the following:
   a) To receive the token for the workmen from the Security Section at the main gate of VECC to enable workmen for entry to campus.
   b) To communicate with Engineer-in-charge for the respective work, Security Section as and when required in connection with the work or security reasons. The above person is to submit the details of
identity proof and address proof including details of himself to the DCSO, VECC before the commencement of work.
8. All entry to VECC and exit from VECC should be done through VECC Main Gate on the northern side of the Campus. Entry to VECC should be with valid entry documents only. No entry or exit is allowed through SINP end or through the gate near the Hostel Building.
9. Copies of valid documents in connection with company registration etc. may please be submitted along with the tender. All other documents as required as given on the NIT are also to be submitted.
10. It may also be ensured that the Contractors maintain the following Registers in respect of the work orders placed on them so that the same may be produced to the Labour Enforcement Officer for inspection when the same is called for:
11. Payment to the labourer should be made in presence of Department representative who will sign the “Register of Wages”.
12. Contractor has to maintain the provision of the Contract Labour Regulation & Abolition Act, 1970.
13. PERFORMANCE GUARANTEE / SECURITY DEPOSIT : The tenderer whose tender is accepted, will be required to deposit Performance Guarantee @ 5% of tendered value within 15 days from the date of receipt of the work order. Late fee will be levied clause for the delayed submission of PG. Security Deposit will be recovered @ 2.5% of the gross value of each bill including final bill. Earnest Money Deposit will be refunded / returned after receiving performance guarantee, the tenderer whose tender is accepted. Performance Guarantee will be refunded on completion of work and Security Deposit will be returned after three (03) months of completion of the job or passing of final bill whichever is later. However, no interest will be paid to the security deposit (SD).
14. The Contract shall comply with all Central, State and Municipal laws and rules and shall be solely responsible for complying with the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, and the rules there under and the other enactments that may be applicable including the Payment of Wages Act, 1936, Factory Act 1948, Workmen’s Compensation Act, 1923 or any other applicable legislation and Municipal Bye-laws or other Statutory rules and regulations, whatsoever, in force. In so far as these are applicable, any obligations, financial or otherwise, imposed under any statutory enactments, rules and regulations, there under shall be the sole responsibility or the contractor.
15. The capability of good workmanship is essential pre-requisite for complying with the above work, as required. The entire work should be carried out in technically approved manner.
16. Facilities like materials, water, electricity, Personal Computer with consumable etc., if any, as required for this work shall be provided by the department at free of charge.
17. Safety shoes shall be provided to the working personnel on duty. Safety shoes model no. selected by Safety Officer, VECC / Engr. in charge of this work, VECC.
18. As per AERB mandate, Medical fitness test certificate is required for all personnel from eligible Doctors. All workers to be engaged in the work, should have pre employment medical examination for Blood RE, Urine RE and Chest X-ray and the test reports are to be submitted to the Engineer-in-Charge before engaging them to the work after receiving of the work order. These reports are to be examined and verified by VECC Medical Officer of Medical Section. Thereafter a fitness certificate will be issued by VECC Medical Officer. Cost of medical test to be borne by the contractor.
19. Contractor should pay wages to their personnel by 7th of every month by means of direct payment to the beneficiary (worker’s) account through RTGS/NEFT/ECS mode and a statement thereof showing the details like Worker’s name, Account No., Bank name, IFSC number, Amount, UTR number etc. should be submitted along with their bills for payment. The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment of wages. The employees engaged by the agency will be in the pay roll of the Agency only and VECC will not be held responsible in any way.
20. The contract will be in force for a period of twelve (12) months from the date of commencement of contract. The Director, VECC reserves the right to short close the contract partly or terminate the entire contract, awarded to you, as the case may be at any time without assigning any reason thereof.
Work order may be extended for the further period of twelve (12) months subject to satisfactory performance and on mutually agreed terms and conditions.

21. As per instructions of Ministry of Finance, a recovery of Income Tax @ 2% of gross value of work done, will be made from all the bills in respect of this work and the amount so recovered will be credited to the Income Tax Authorities and a certificate for the amount so credited will be issued by the Pay & Accounts Officer, VECC, Kolkata.

22. TDS @ 2% or as applicable U/S 51 of GST Act, 2017 will also be recovered from the bills and TDS thereof will be uploaded in GST portal by Pay & Accounts Officer, VECC, Kolkata. Any other taxes as per Government directives shall be deducted from each bill paid to the contactor, from time to time.

23. A “vigilance friendly” environment should be created in the organization through positive, transparent, fair and timely action. Contractor should contact the Vigilance Officer whenever required. The address is following Dr. Subhaasis Chattopadhyay, Scientific Officer (H), VECC, 1/AF Bidhannagar, Kolkata-700064. Tel. No. 033 2318 2318 (o) 033 2318 7814 (D) e-mail: sub@vecc.gov.in.

Mode of Payment: Payment will be made by PAO, VECC Bi-monthly on completion of work against submission of bills in triplicate, MB and satisfactory work performance certificate issued by the Engineer-in-charge along with the attendance details of workers. The contractor shall submit the bill for every two months - duly certified by the In Charge of the Department provided there is no dispute in respect of rates, quantity and quality of work and on the basis of certificate issued by the respective Engineer in charge along with attendance details. No interim bills will be entertained. Payment will be made through RTGS/NEFT mode. The payment is subject to TDS applicable under Income Tax Act, 1961.

Rate and Prices: The bidders shall quote their rates as per Schedule of Quantities attached herewith (in both words and figures) which should be inclusive of all taxes & duties, EPF, ESI, Sundries, VDA etc.

Documents to be submitted for payment:
1. ESI Half-yearly return (FORM 5 & 6), stamped by ESI office.
4. EPF & ESI number for working personnel for this work.
5. Monthly attendance of the workmen, duly certified/approved by the competent authority.
WORK SCHEDULE, TERMS & CONDITIONS

Name of work: Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.

Work Schedule:

1. Vendor has to provide suitable personnel having expertise in the similar field of work.

Detail of Work to be carried out:

- On the auxiliary system of Cyclotron.
  Providing support in operation and maintenance of air blower and hydraulic drive system. Regular check up and replacement, as & when necessary, of filter cartridges of Air Blower system. Regular monitoring of Hydraulic drive system.

- At Workshop
  Material handling; gas cutting of raw materials; cutting, fabrication, polishing and installation of wooden furniture like table, chairs, racks, tray, notice boards, key boards, book shelves, office tables etc.; preventive maintenance of lubrication and cleaning of different machines, etc. in Workshop. Loading/unloading/disposal of waste coolant, lifting of heavy objects and holding of works. Segregation and dumping of different scrap materials at workshop.

- At Transport Maintenance Unit
  Servicing, Cleaning, Greasing, Body fastener torquing, in every alternate month of 10 vehicles. Body Repair: Checking / repair of body upholstery, Seats, glass windows, doors, body, bonnet etc. & minor denting and painting etc. of one vehicle in each month on rotation basis
  Auto Electrical Maintenance: Checking of wiring and harness, Head light and lamps, maintenance / repair of alternator, starter motor, wiper motors, horns, battery, etc. for all vehicles. Work will be carried out on all working days between 9.00 AM to 5.30 PM including on any holiday in case of any emergency. However, separate entry permit will be required to be approved before taking up work on a holiday.

- At Material Handling and Fire Safety Unit.
  Material handling during anyone of the following works:- removal of shielding plank, lifting and positioning of magnets, removal of existing interfaces during material handling by EOT Crane / Monorail crane, material handling by forklift to move, locate, relocate, stack and unload inbound to storage location, handling of materials for erection or maintenance work, loading / unloading / disposal of scrap/discarded/waste at safe place on all working days as and when required by the Engineer in Charge of the work throughout the contract period.
  Needs to assist to operate 30T EOT/Mono rail crane during removal of shielding plank, lifting and positioning of magnets, removal of existing interfaces during material handling (2) Fork Lift operation to move, locate, relocate, stack and unload inbound to storage location. (3) Cleaning of rail tracks, greasing, regular operation check of cranes etc. These are required as and when required by the Engineer in Charge of the work throughout the contract period.
  Installation, monitoring and maintenance of fire safety equipments.
2. Person on duty shall be in proper attire & Safety Shoes.

Terms & Conditions:

1. The work is to be carried out as required as per schedule of quantity.
2. The persons employed (thirteen skilled) for 22 working days in a month should work and or round the clock shift duty including on any holiday in case of any emergency.
   The working hours will be on all working days between 0900 AM to 0530 PM or round the clock shift duty including on any holiday in case of any emergency as per instruction by the In-charge of work.
   The personnel deployed should be well experienced and trained adequately in the same field at least three (03) years and of sound health should be employed by the contractor on a regular basis at work site at VECC, Kolkata and Medical Cyclotron Facilities, Chakgarla, Kolkata to carry out the job. No work no pay will be applicable for the period of absence and proportionate deduction will be made on monthly basis.
   Contractor should involve minimum thirteen skilled persons for the said job with class XII passed/ITI passed in any discipline plus minimum 1 year experience in the related field or Class X passed with 5 years experience in the related field or VIII passed with 10 years experience in the related field.
3. The Contractor/Supplier shall obtain a Work Permit from the designated Safety Officer of VECC before commencing work. No work will be allowed without a valid work permit. The Contractor/Supplier shall comply with all safety procedure before a work permit is issued. Work Permit shall be kept with the Supervisor at site and should be produced on demand by the Safety Officer.
4. Person on duty shall be in proper attire & Safety Shoes. The entire crew shall work under overall supervision of the Supervisor of the contractor or, his Authorized staff. In case any complain and on demand, contractor has to change their workman promptly. The tenderer shall submit the Name, address and antecedents of his employees to be deployed at VECC. This holds good for the substitutes also. The tenderer shall be responsible for any loss/ damage of property or equipments etc. by their employees. Workmen deployed at VECC by the Tenderer must comply with the qualification and experience as mentioned earlier. Contractor has to issue Identity Cards to his workmen deployed at VECC.

(Executive Engineer, VECC)

Dr. Anjan Dutta Gupta

Executive Engineer

GOVT. OF INDIA
SALIENT GOVERNING FEATURES

OF THE TENDER/WORK

(Operative Schedules of Individual Tender)

Name of work: Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.

NIT NO.:

VECC/MEG/NIT/ 805          DT: 24.08.2020
<table>
<thead>
<tr>
<th>REFERENCE</th>
<th>PARTICULARS</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SECTION – 2 : ITEM RATE TENDER &amp; CONTRACT FOR WORKS</td>
<td>3-4</td>
</tr>
<tr>
<td>2</td>
<td>SCHEDULES</td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Reference to NIT &amp; Tender Documents</td>
<td>5</td>
</tr>
<tr>
<td>B</td>
<td>Schedule of materials to be issued to the contractor</td>
<td>5</td>
</tr>
<tr>
<td>C</td>
<td>Land earmarked for temporary infrastructures and Tools &amp; plants to be hired to the contractor if any</td>
<td>5</td>
</tr>
<tr>
<td>D</td>
<td>Extra schedule for specific requirements / documents for the work, if any</td>
<td>5</td>
</tr>
<tr>
<td>E</td>
<td>Schedule of component of Cement, Steel, other Materials, Labour, POL etc. for price escalation</td>
<td>5</td>
</tr>
<tr>
<td>F</td>
<td>VARIABLES IN CONDITIONS AND CLAUSES OF CONTRACT</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reference to book of conditions, work / project and NIT</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>General rules &amp; directions</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Definitions with reference to the particular project / work</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Clause-1: Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance / WO &amp; Maximum allowable extension beyond the same</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Clause-2: Authority for fixing compensation under clause 2</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Clause-5: No. of days from the date of issue of WO for reckoning date of start.</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Table of Mile Stone(s)</td>
<td>6-8</td>
</tr>
<tr>
<td></td>
<td>Clause-6 or 6A : Applicability of Manual or Computerized billing</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-7: Eligibility for interim payment</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-10-A: List of testing equipment to be provided by the contractor at site lab</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-10 B (ii): Applicability of payment of Mobilization Advance</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-10 C: Component of labour in percent of value of work</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-11: Specifications to be followed for execution of work</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-12: Deviation limits for applicability of this clause 12.2, 12.3 &amp; 12.5</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-16: Competent Authority for deciding reduced rates</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-18: List of mandatory machinery, tools &amp; plants to be deployed by the contractor at site</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Clause-42: Theoretical consumption of materials, permissible variation &amp; Recovery</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Recovery rates for quantities beyond permissible variation</td>
<td>8</td>
</tr>
</tbody>
</table>
SECTION - 2: ITEM RATE TENDER & CONTRACT FOR WORKS

<table>
<thead>
<tr>
<th>i)</th>
<th>Name of work</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Providing service support for maintenance of auxiliary systems of Cyclotron, workshop, transport maintenance unit, material handling and fire safety unit at VECC.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ii)</th>
<th>Date &amp; Time of submission</th>
<th>15.00 hours on 23/09/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date &amp; Time of online opening of Technical Bid.</td>
<td>In presence of tenderers who may be present at 15.30 hours on 24/09/2020</td>
</tr>
</tbody>
</table>

TENDER DOCUMENTS ISSUED TO M/S. ...........................................................

Date of issue: ........................................

TENDER

I / We have read and examined the Notice Inviting Tender, Salient Governing Features of the Tender / Work including Schedules A, B, C, D, E & F, Specifications Books *, Drawings and Designs, General Rules & Directions, General Clauses of Contract, Special Clauses of Contract & other documents and rules referred to in the Conditions and Clauses of Contract – 2008 * and all other contents in the tender documents for the work.

(* Note: The “Specifications / Conditions and Clauses of Contract books” are available on departmental Web-site www.vecc.gov.in. The required books as indicated under Schedule “F” and under Clause-11 of this Salient Governing Feature of the Tender / Work, may be downloaded from the VECC’s Web-site and / or the same can be purchased separately on payment of price as indicated below with the Accounts Officer, VECC, Kolkata-64. If the agency already possesses or has downloaded this / these book(s), they need not purchase the same again.

<table>
<thead>
<tr>
<th>SN</th>
<th>NAME OF DOCUMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Conditions and Clauses of Contract – 2008</td>
</tr>
</tbody>
</table>

However, these books, as required / specified in this “Salient Governing Feature of the Tender / Work” herein below, shall remain part of the tender documents / Contract / agreement to be executed, and signed by both the parties after acceptance of the Tender.)

I / We, hereby tender for the execution of the work specified for the President of India within the time specified in Schedule “F”, viz., Schedule of Quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule 1 of General Rules and Directions and in Clause - 11 of the General Clauses of Contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.
Such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **one hundred twenty (120) days** from the last date of its submission and not to make any modifications in its terms and conditions.

A sum of **Rs. 72,000.00** shall be deposited as Earnest Money as per stipulations in the NIT / Tender documents in the required format on demand from the Government. Consequent to the award of the subject work, if I / we fail to commence work as specified, I / we agree that President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, upto maximum of the percentage mentioned in Schedule “F” and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form. Further, I / We agree that in case of forfeiture of earnest money as aforesaid, I / We shall be debarred for participation in the re-tendering process of the work.

I / We hereby declare that I / We shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information / derived therefrom to any person other than a person to whom I / We am / are authorised to communicate the same or use the information in any manner prejudicial to the safety of the State.

**Signature of Contractor**
Postal Address

Dated
Witness
Address
Occupation

**ACCEPTANCE**

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs.................................../- (Rupees.............................................................).

The letters referred to below shall form part of this contract Agreement.

i) 

ii) 

iii) 

**Signature**
**Designation**

**For & on behalf of the President of India**

Dated ............................................

* * *

[4]
### SCHEDULE ‘A’

Reference to NIT & Tender Documents

<table>
<thead>
<tr>
<th>SN</th>
<th>TITLE</th>
<th>PARTICULARS</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TENDER NOTICE NO.</td>
<td>VECC/MEG/NIT/ 805 DT: 24/08/2020</td>
<td>12-15</td>
</tr>
</tbody>
</table>
| 2  | Notice Inviting Tender details | i) NIT as uploaded on Web Site, www.vecc.gov.in  
   ii) NIT as published in Notice Board |      |
| 3  | Scope and location of the work: | Enclosed                                                                   | 11   |
| 4  | List of drawings             | NIL                                                                        |      |
| 5  | Time Schedule for the work:  | Enclosed                                                                   | 16   |
| 6  | List of changes if any in specifications: | a) Specifications for Civil Works – 2009 : Nil |      |
| 7  | Schedule of Quantities -     | (Enclosed)                                                                  | 15   |

### SCHEDULE ‘B’

Schedule of materials to be issued to the contractor: **Not applicable** for this work

<table>
<thead>
<tr>
<th>S. No</th>
<th>Description of item</th>
<th>Quantity</th>
<th>Rates at which the Materials will be charged to the contractor</th>
<th>Place of issue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Water</td>
<td></td>
<td><strong>Water will be supplied by the Department free of cost</strong></td>
<td>5</td>
</tr>
<tr>
<td>2</td>
<td>Electricity</td>
<td></td>
<td><strong>Electricity consumed for this work shall be supplied by the Department free of cost.</strong></td>
<td></td>
</tr>
</tbody>
</table>

### SCHEDULE ‘C’

Land earmarked for temp. infrastructures and Tools & plants to be hired to the contractor:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Description</th>
<th>Hire charges</th>
<th>Place of issue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Area for storage / site office (SCC-11)</td>
<td><strong>Not Applicable.</strong></td>
<td><strong>Not Applicable.</strong></td>
</tr>
<tr>
<td>2</td>
<td>Temporary Buildings (SCC-12)</td>
<td><strong>Not Applicable.</strong></td>
<td><strong>Not Applicable.</strong></td>
</tr>
<tr>
<td>3</td>
<td>Labour hutments (SCC-12)</td>
<td><strong>No labour hutment permitted at site</strong></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### SCHEDULE ‘D’

Extra schedule for specific requirements / documents for the work, if any: **Particularly for Security guidelines, Gate pass, lift, tower crane etc,** **Prevailing security regulation shall be strictly adhered to**
**SCHEDULE ‘E’**

Schedule of component of Cement, Steel, other Materials, Labour, POL etc. for price escalation

| Not applicable for this work |

**CLAUSE 10 CC : Not applicable for this work**

No escalation will be paid for this work. No extra payment over and above the quoted price will be paid. However, any increase in Minimum Wages & VDA by Ministry of Labour during the contract period may be considered for reimbursement on production of documentary evidence pertaining to payment by the bidder. ESI, EPF & GST on the additional amount will also be considered for reimbursement on production of documentary evidence.

---

**SCHEDULE ‘F’**

Reference to the Book of “Conditions & Clauses of Contract” to be followed for this work

| 2008 |

| Name of Work | As per NIT |
| Estimated cost of work | Rs. 36,00,000.00 | As per NIT |
| i) Earnest money | Rs. 72,000.00 | As per NIT |
| ii) Performance Guarantee | 5 % of tendered value | As per Tender |
| iii) Security Deposit | 2.5 % of tendered value | As per Tender |

**General Rules & Directions :**

| Tender inviting authority | Director, VECC. |
| Maximum percentage for quantity of Items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 & 12.3 | See Clause-12 below |

**Clause - 1**

| Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance / WO | 15 days |
| Maximum allowable extension beyond the period (provided in - i) above Maximum 15 days with late fee @ 0.1% on Performance Guarantee amount per day to be computed for actual period of delay. | 15 days |

**Clause - 2**

Authority for fixing compensation under clause 2

| Director, VECC. |

**Clause - 5**

Number of days from the date of issue of letter of acceptance / WO for reckoning date of start

| 15 days |

| Mile stone(s) as per table given below: |

<p>| TABLE OF MILE STONE(S) |</p>
<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of Milestone (Physical)</th>
<th>Time Allowed in days (from date of start)</th>
<th>Amount to be withheld in case of non achievement of milestone</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NIL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>NIL</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TIME ALLOWED FOR EXECUTION OF WORK**

Twelve (12) Months (as per NIT)

**Clause – 6 & 6A**

Clause 6 for manual billing  
Clause 6A for computerized billing  
As per clause 6 for Manual Billing & MB (Measurement Book)

**Clause – 7 / Eligibility for interim payment.**

Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment

More than Rs.5 Lakh.

**Clause - 10A**

*Not applicable* for this work

**Clause - 10B(ii) (Mobilization Advance)**

Whether Clause 10 B (ii) shall be applicable  
*(If yes, Clause of Tender Condition to be followed)*

No

**Clause - 10C**

Component of labour expressed as percent of value of the work  
100%

**Clause - 11**

Specifications to be followed for execution of this work

*Specifications as per attachment*

**Clause – 12**

12.2 & 12.3 Deviation limited beyond which this clauses  
50%

**Clause - 16**

Competent Authority for deciding reduced rates  
*Director, VECC.*
**Clause - 18**

List of mandatory machinery, tools & plants to be deployed by the contractor at site:

NIL

---

**Clause – 36(i)**  
**Requirement of Technical Representative(s) and recovery Rate**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Minimum Qualification of Technical Representative</th>
<th>Discipline</th>
<th>Designation (Principal Technical / Technical representative)</th>
<th>No</th>
<th>Rate per month at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i). (Rupees in figures &amp; words)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Minimum class XII with 1 year of experience / ITI with 1 year experience/ class X with 5 years of experience/ class VIII with 10 years of in repair and maintenance of vehicles/operation of crane /material handling/ air blower /hydraulic systems etc.</td>
<td>13</td>
<td>Rs: 21,000/- per month per personnel ( Rupees Twenty Thousand only)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**Clause - 42**

(i) Variations permissible for materials issued | Not applicable for this work

(ii) 

---

**RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description of Item</th>
<th>Rates in figures &amp; words at which recovery shall be made from the Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Refer Schedule -A</td>
<td>25 % above market rate</td>
</tr>
</tbody>
</table>

---

**Notes:**

1. In the case of any discrepancy between these “Salient Governing Features of the Tender/Work” & the book “Conditions and Clauses of Contract – 2008”, stipulations given in these “Salient Governing Features of the Tender/Work* shall take precedence.

2. In the case of any discrepancy found in printed matter of Hard copy and Soft copy of “Salient Governing Features of the Tender/Work” documents, the matter of Hard copy shall take precedence.