



भारत सरकार  
GOVERNMENT OF INDIA  
पेट्रोलियम एवं विस्फोटक सुरक्षा संगठन  
PETROLEUM & EXPLOSIVES SAFETY ORGANISATION(PESO)  
कार्यालय उप मुख्य विस्फोटक नियंत्रक  
OFFICE OF THE DY. CHIEF CONTROLLER OF EXPLOSIVES  
18<sup>th</sup> K.M. STONE , GONDKHAIRY, AMRAVATI ROAD, NAGPUR -440023

# TENDER FORM

OF

ANNUAL CONTRACT

For Safety Zone & Garden Maintenance of  
Departmental Testing Station premises

No. 32019/1/2014-15/Tender/DTS/Safety Zone & Garden Maintenance

Price: Rs 500/-

TENDER NO. D-32019/1/2014-15/Tender/DTS/Safety Zone & Garden Maintenance



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18<sup>th</sup> K.M. STONE , GONDKHAIRY, AMRAVATI ROAD, NAGPUR -440023

1. Name of Firm & Address:

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Phone : \_\_\_\_\_

E-mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

2. Registration Nos.

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3. CST/LST/VAT No:

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

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5. PAN/TAN Details

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Date:

Signature of tenderer

## Receipt and Opening of Tender

1.	Last date and time of submission of tender form.	25/02/2014 upto 1500 Hrs
2.	Date and time of opening of tender.	26/02/2014 at 1400 hrs
3.	Place of submission and opening of tender.	O/o Dy Chief Controller of Explosives , Petroleum & Explosives Safety Organization, 18 <sup>th</sup> K.M. stone , Gondkhairy, Amravati Road, Nagpur-440023( Maharashtra)

The offer shall be addressed to the Dy Chief Controller of Explosives ,Petroleum & Explosives Safety Organization, 18<sup>th</sup> K.M. stone , Gondkhairy, Amravati Road, Nagpur-440023( Maharashtra).

Sealed tenders shall be dropped in the tender box provided in the O/o Dy Chief Controller of Explosives , Departmental Testing Station, Petroleum & Explosives Safety Organization, 18<sup>th</sup> K.M. stone , Gondkhairy, Amravati Road, Nagpur.

## GENERAL TERMS AND CONDITIONS

### A- For Tenders

- (a) In case documents are not found in order as per 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, DTS 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 01.04.2014 to 31.03.2015.** The contract shall be for the period of one year subject to the decision of the Petroleum and Explosives Safety 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 and Explosives Safety Organisation shall reserve the right to terminate the contract if performance of the contractor is not found satisfactory.

**D- 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.

**E- Late receipt of the offers:-**

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

**F- Earnest money deposit :-**

The earnest money deposit (EMD) Rs. 15,000/- (Rs. 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 Nationalised/ Scheduled Bank in favour of "Chief Controller of Explosives" payable at "Nagpur".

**G- 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 nationalized bank in favour of "Chief Controller of Explosives" payable at "Nagpur". This will be refunded after the expiry of the contract.

**H- Payment terms:-**

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

Service provider shall submit documentary evidence having deposited service tax in respect all the contract workers at the end of every quarter

Service provider shall also submit a copy of challan as a documentary evidence having deposited payment of Workman Compensation amount along with the monthly bill

**I- Deployment of Workers:-**

The contract is for deployment of 07 (Seven) workers per day basis for maintenance of Safety Zone of Testing Laboratories, magazines , blasting pit and garden of DTS premises which is spread over 81 acre ( Approx) by regularly cutting grass / wild growth through out the contract period. At least two contract workers shall possess experience of handling grass cutter machine .The worker will have to be deployed as per the deployment scheme of this office. Successful bidder shall have to provide worker in general shift of 08 hours.

**J- Compliance of statutory requirement:-**

- (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 to 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 what so ever may be attached to the Petroleum and Explosives Safety Organisation (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.

**K. Other terms:**

- (a) Compliance of the provision of payments of compensation to the worker engaged by the security service provider due to accident, accidental death or injury while on employment in the DTS shall be the security service provider's responsibility.
- (b) The worker 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.
- (d) Replacement of personnel, if required by the 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 any 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 (approximately) 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 throughout the contract period. Season to season plantation of seasonal flowers, plants , plantation of lawns , shrubs , trees ect as and when required, will have to be carried out by the workers of the service providers. The service provider has to directly supervise his employees work.

## BID

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

1. Table of contents :- List of documents enclosed with page no.
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
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.
4. CST/LST/VAT registration certificate if any.
5. PAN/TAN details.
6. Attested copies of Article of Association ( in case of registered firm ) , By laws and certificate of registration ( in case of registered cooperative Society ), partnership deed ( in case of partnership firm )
7. A copy of the letter of competent authority regarding rate of Minimum wages applicable at Gondkhairy.
8. A copy of registration certificate of shop and Establishment .
9. A copy of income tax certificate for last three years.
10. A copy of Provident Fund registration certificate. The service provider must fulfil the obligation of Provident fund, if he engaged 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 obligation of provident funds Rules.
11. Copies of registration with CPWD.
12. Copies of recent similar contracts with Govt Department/ Public Sector Undertaking executed during last three year, if any.
13. Details about type and scale of work executed in last three years in different organization.
14. Copies of registration with government department, Public Sector 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 as per undermentioned proforma .

Basic Wages	
DA	
Provident Fund	
Workman Compensation	
Service Charge	
Service Tax	
Total	

17. All photocopies of bid documents need to be attested by Gazetted officer.

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