

**EXPRESSION OF INTEREST NOTICE FOR EXECUTING  
ENVIRONMENTAL PROTECTION AND RELATED SERVICES ON RATE  
CONTRACT BASIS**

**TENDER NO. CPP-IPR/MWCAC/EOI/2018-19/14**

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**CENTRE OF PLASMA PHYSICS -INSTITUTE FOR PLASMA RESEARCH  
NAZIRAKHAT, SONAPUR-782402 KAMRUP (M)**

EXPRESSION OF INTEREST NOTICE FOR EXECUTING ENVIRONMENTAL PROTECTION  
RELATED JOBS AT CPP-IPR CAMPUS AT NAZIRAKHAT, SONAPUR-782402 KAMRUP (M)

**NOTICE NO. No. CPP-IPR/MWCAC/EOI/2018-19/14 Dated: 01/06/2018**

Tender Issued To : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No : \_\_\_\_\_

Last date for submission : 28.06.2018 upto 1.30 pm

Date of opening : 28.06.2018

Time of opening : 03.30 pm

Date: 01.06.2018

(D. Kalita)  
Administrative Officer-I

**CENTRE OF PLASMA PHYSICS -INSTITUTE FOR PLASMA RESEARCH  
NAZIRAKHAT, SONAPUR-782402 KAMRUP (M)**

**Applications for issue of tender documents are invited from experienced and reputed Contractors for executing the following work, on annual rate contract basis for a period of two years as detailed in the tender document**

(CPP-IPR/MWCAC/EOI/2018-19/14 Dated: 01/06/2018)

Sr. No.	Description	Approximate Area in Sqm.
1	Admin building	567
2	All lab building	1992
3	New canteen building	557
4	Old canteen building	240
5	Sub-station	360
6	Water tank	138
7	Approach road	1237
8	Open area	1315
9	Generator area	55
		<b>6461</b>

**Eligibility Criteria-** The parties should be experienced and capable to handle EPRJ work on area-wise basis by carrying out the work with necessary equipment/machines. For the issue of the tender, copies of the following as documentary evidence are necessary and must be submitted.

- (1) The party should have its local office set up in Guwahati for last five years or more.
- (2) Registration certificate of the firm for P.F., ESI/WCA and GST Registration Certificates.
- (3) Valid ISO 9001-2008/2015 certificate.
- (4) The party shall have a minimum five years of experience of similar EPRJ work at any Government /Semi Government Institution or reputed Organization.
- (5) Presently the bidder must be having a running contract for similar work.
- (6) During the last five years (starting from 1<sup>st</sup> April, 2013), the bidder must have undertaken and completed the similar works for a minimum one year period at any Government /Semi Government Institution or reputed Organization.
  - (a) At least one work contract for minimum area of 6,500 Sqmt.
  - or
  - (b) At least two work contracts for minimum area of 4,500 Sqmt each
- (7) Valid bank solvency certificate of Rs. 7.00 lacs from nationalized/scheduled bank.
- (8) Average annual turnover during last three financial years should not be less than Rs. 45 Lac (audited balance sheet and profit & loss statement should be submitted i.e. 2015-16, 2016-17 & 2017-18).

The tender documents will be issued to the shortlisted parties subject to scrutiny & evaluation of responses received, visit to the office premises and clients' premises, if needed, to evaluate the capability of the party to provide the services. Issue of the tender documents does not imply acceptance/approval to award the work. Centre Director, CPP-IPR reserves the right to refuse to issue tender documents to any party or reject partially or wholly any or all the tenders without assigning any reasons whatsoever.

Tender documents will be issued to the eligible parties on payment of tender fees mentioned below. The details of tender fee and Earnest Money Deposit (EMD) are given hereunder:

Description of work	Tender Fee (non-refundable)	E.M.D.	Mode of payment
Environmental Protection Related	Rs. 500.00	Rs.40,000.00	Demand draft in favour of Institute for Plasma Research A/C CPP payable at Sonapur from

**Instruction to Tenderers**

(Please read the following instructions carefully before filling up the tender document)

1. Application for issue of tender document must accompany:
  - a) Proof of local office set up in Guwahati since last five years or more, without fail (if not submitted along with application)
  - b) ISO 9001-2008/2015 certificate
  - c) Proof of minimum five years of experience of similar EPRJ work at any Government /Semi Government Institution or reputed Organization.
  - d) Presently having at least one contract where they do similar work at single location.
  - e) During the last five years (starting from 1<sup>st</sup> April, 2013), the bidder must have undertaken and completed the similar works for a minimum one year period at any Government /Semi Government Institution or reputed Organization.
    - (a) At least one work contract for minimum area of 6,500 Sqmt.
    - or
    - (b) At least two work contracts for minimum area of 4,500 Sqmt each
  - f) Valid bank solvency certificate of Rs. 7.00 lacs from nationalized/scheduled bank.
  - g) Average annual turnover during last three financial years should not be less than Rs. 45 Lacs (audited balance sheet and profit & loss statement should be submitted i.e. 2015-16, 2016-17 & 2017-18).
  - h) Performance certificate(s)/copies of work orders/contract agreement
  - i) Copy of Registration Certificates under Shops & Establishment, ESI/WCA, PF, GST etc.
2. Successful tenderer(s) will be required to provide EPRJ services throughout the period of contract to the complete satisfaction of the Institute leaving no room for complaints.
3. Successful tenderer(s) will be required to provide literate manpower, neatly dressed in uniform, courteous, well mannered and disciplined.
4. The rates quoted for material should be the wholesale rate of Standard Brand/Quality.
5. The Tenderers who have not visited CPP-IPR, Nazirakhat, Sonapur, should visit it to have a detailed assessment of the scope of work before submitting the tender.
6. The Institute reserves the right to split the contract among two or more parties. Offer may be accepted in full or in part at the discretion of the Centre Director, CPP-IPR.
7. The tenderer should sign all the pages of the tender documents before submission in token of having read & accepted the terms & conditions.
8. The tender document is issued to the tenderer meeting the details as specified in the tender notice, which does not mean that they are pre-qualified to execute the work.
9. CPP-IPR is not bound to accept the lowest tender. CPP-IPR reserves the right to choose any party whether it is lowest or otherwise at its sole discretion.
10. On scrutiny of the documents if it is found that the party has suppressed facts or given wrong information/documents, CPP-IPR reserves the right to reject such tender at its sole discretion.
11. The tender is liable to be rejected in the event of the response of the past or present client, is not favorable as regards to the performance and services rendered to them.

12. The parties will have to provide police verification certificate for all the manpower deployed by them at any of the locations to provide the EPRJ services.
13. A non-returnable tender fee of Rs. 500/- by a demand draft in favour of Institute for Plasma Research A/C CPP payable at Sonapur is to be submitted at the time of receiving of the tender documents by the parties.
14. The offer should be valid up to **120** days from the date of opening of the tenders.
15. In case any representative of the parties wish to attend tender opening meeting on its due date, he must bring an authorization letter with ID proof from the company failing which he will not be allowed to attend the meeting. However only a single participation will be allowed from each company.

## PART - A

### TERMS AND CONDITIONS OF CONTRACT FOR EXECUTING ENVIRONMENTAL PROTECTION RELATED JOBS (EPRJ) FOR CPP-IPR, NAZIRAKHAT, SONAPUR-782402 KAMRUP (M)

#### **[1] SCOPE OF WORK:**

The scope of work includes cleaning (using modern equipment/gadgets), shifting, procuring and using materials, pesticides, supervising and general upkeep of:

- i. CPP-IPR campus, consisting of buildings such as library, administrative building, seminar hall, committee rooms, canteen, stores, laboratories, security offices, panel rooms, transformer areas, porch, corridors, passage, staircases, toilets at various buildings, parking areas, surrounding area of the buildings, terrace/roof areas, rain water gutters, overhead tanks, approach roads and other adjoining areas within the campus. (Refer Annexure - I)
- ii. The contractor shall procure the materials from the open market as mentioned in the schedule of materials as per the rates quoted & agreed. The payment shall be made on actual consumption of the materials, maximum up to the quantities mentioned in the schedule of materials.
- iii. The work includes removal of dust on the furniture, fixtures, books, office records, racks, equipment installed inside the buildings including using of necessary cleaning machines like vacuum cleaners etc.;
- iv. Sweeping and moping of the entire floor and dado, cleaning of the glass panels, emptying of dustbin etc., removing of the spider webs, nest using necessary tools, tackles, materials, equipment etc.
- v. All sweepings, waste papers, thrown away obsolete items, garbage etc. shall be collected every day and shall be dumped at the place earmarked for the purpose and destroyed under the supervision of the contractor regularly.
- vi. The scope of work also includes general shifting work of materials, office stationery, furniture and fixtures etc. and any other work, which may be assigned from time to time.
- vii. It is very clearly made out that adequate quantity of the tools, brooms, mops, buckets, brush, cotton cloth, cleaning powder/lotion, detergent, phenyl, liquid soap, naphthalene balls, room freshener, mosquito spray, necessary manual and electrical operated gadgets and all other material required for cleaning including sufficient numbers of sweepers/laboures and its supervision shall be arranged by the contractor himself.
- viii. For the payment purpose, carpet area of offices and laboratories shall be considered / measured and paid. However, the surrounding areas of the buildings, terrace/roof areas, rain water gutters etc. shall not be measured, but the rates shall include cleaning of the same as per the schedule. The payment shall be made on the areas actually cleaned.
- ix. The institute reserves the rights to increase or decrease scope of work, area or frequency of numbers of days for particular areas as mentioned in the schedule of quantities.
- x. Daily cleaning of the toilets includes cleaning of sanitary and plumbing fixtures, viz. IWC, EWC, wash basin, urinal, sink, mirror, water cooler, water tank, bottle trap, flooring, dado, removing of the chokage from NT, GT, manhole, etc.
- xi. The successful tenderer should submit samples of all the cleaning materials for approval of the Institute before its procurement. The tenderer should also submit list of equipment/gadgets to be used.
- xii. Procurement of the tools, tackles, necessary manual and electrical operated gadgets and all other material required for cleaning, including sufficient numbers of sweepers/ labours/ supervisors.

- xiii. Cleaning of the surrounding areas of the buildings, terrace/roof areas, rainwater gutters etc. as directed by Institute.

**[2] PERIOD OF CONTRACT:**

The contract will be for a period of one year from the date of award of the contract, extendable to another year depending on satisfactory performance. There will an initial trial period of three months. At the sole discretion of CPP-IPR, the trial period may be extended for a further period of three months or more. CPP-IPR reserves the exclusive right to terminate the contract without notice, during the trial period/extended trial period without assigning any reason whatsoever.

**[3] TERMINATION OF THE CONTRACT:**

The contract may also be terminated at any time during its pendency at the sole discretion of CPP-IPR by giving one month's notice to the contractor. The contractor may also discontinue the services by giving three months notice in writing to CPP-IPR. If the contractor suspends the services without any notice to CPP-IPR, the whole amount of security deposit shall be forfeited in addition to the loss incurred in making alternate arrangements during the shortfall in the notice period.

The contract shall stand terminated at the sole discretion of CPP-IPR in the event of filing any legal petition against CPP-IPR by the contractor or any of its employees with regard to labour laws/rules or incase of any agitation/strike initiated by the contractor's employees.

- [4]** In case of failure on the part of the contractor to complete the work as per the scope of work defined, and/or failure to fulfill any of the terms and conditions of the agreement, the Security Deposit of the contractor shall be forfeited and remaining unexecuted work shall be got done through another contractor at the risk and cost of the contractor. All related cost incurred by CPP-IPR on this account shall be recovered from the dues payable under the agreement/tender document, or any other dues of the contractor.

**[5] SECURITY DEPOSIT:**

[a] The successful bidder shall be required to pay 10% of contract value as security deposit. The security deposit will be furnished in the form of Demand draft/ Bank Guarantee of any scheduled bank drawn in favour of Institute for Plasma Research A/C CPP Payable at Sonapur and no interest shall be paid thereon.

The security deposit shall remain with CPP-IPR during the tenure of this contract and be released only after three months from the date of expiry or termination of the contract.

[b] The whole amount of the Security Deposit will be liable to forfeiture in case of breach of any of the terms agreed upon by the contractor. The security deposit shall also be liable to appropriation against dues payable to CPP-IPR under the agreement or damage or expenses that may be sustained by CPP-IPR as a result of negligence or such acts and omissions on the part of the contractor or the persons deployed by him at CPP-IPR.

In the event of such adjustment of security deposit fully or partly, the contractor shall immediately make good the amount so appropriated from the security deposit in the form of demand draft failing which it shall be adjusted from the amount payable to the contractor.

[c] The Security Deposit shall be held by CPP-IPR as security for the due performance of the contractor's obligations under the Contract, provided that nothing herein stated shall make it incumbent upon CPP-IPR to utilize the Security Deposit in preference to any other remedy which CPP-IPR may have, nor shall be construed as confining the claims of CPP-IPR against the contractor to the quantum of the Security Deposit.

**[6] EARNEST MONEY DEPOSIT:**

[a] The tenderers are required to submit an earnest money deposit of Rs. 40,000/- along with the completed tender in favour of **Institute for Plasma Research A/C CPP payable at Sonapur** in the form of demand draft from any scheduled bank. The tenders received without EMD shall be rejected.

[b] The EMD of unsuccessful tenderers shall be refunded only after actual award of the work or cancellation of the tender. However no interest shall be paid on EMD.

[c] The work shall commence from the date from which the contract is awarded. In case the successful bidder fails to commence the work within the stipulated time, the EMD shall be forfeited in addition to seeking other legal remedy for any loss or suffering to CPP-IPR arising out of such failure of the contractor. The EMD will also be forfeited in case of failure to comply and abide by the terms and conditions of the tender document and withdrawal of the quotation.

**[7] PAYMENT:**

The contractor shall submit bills to the concerned officers at the various locations, as per Annexures in duplicate every month along with required certificates as prescribed by CPP-IPR before 5<sup>th</sup> of following month for the work done in the preceding month. The payment shall be released by CPP-IPR within 30 days from the date of its verification and certification of the bill by CPP-IPR. CPP-IPR reserves its right to recover any amount, due CPP-IPR for whatsoever reason, from the bills submitted by the contractor. CPP-IPR reserves the right to recover any amount due from the contractor from the security deposit.

No Claim for interest shall be entertained by CPP-IPR in respect of any payments or deposits which may be held with CPP-IPR or in respect to any delay on the part of CPP-IPR in making monthly payments or otherwise.

**[8] PENALTY:**

In case the work is not done as laid in the scope of work to the complete satisfaction of CPP-IPR or if the contractor fails to comply with any of the terms and conditions of the contract or if the contractor fails to keep sufficient stock of materials of approved brand/quality, CPP-IPR has the right to impose a penalty up to Rs. 1000/- per day, per lapse, depending upon the gravity of problem for respective campus.

**[9] INDEMNITY :**

The contractor will indemnify CPP-IPR from all claims, suits, inability & procedure which may be identified/initiated by the employees engaged by the contractor and shall keep CPP-IPR harmless from all such rules, procedure, liabilities. The contractor shall also indemnify CPP-IPR from all or any legal implication or consequences that may arise out of labour laws/rules and any consequence that may arise out of misconduct of any of his/her personnel. The decision of the Centre Director, CPP-IPR in this regard shall be final and binding.

**[10] INCOME TAX & OTHER DEDUCTION:**

Income tax and any other statutory deductions shall be made from the monthly bill as per the provisions. Necessary income tax certificate will be issued to the contractor after depositing the amount to the Income Tax Dept.

**[11] PROVIDENT FUND and ESIC:**

The contractor shall strictly comply with the provisions of Employees Provident Fund Act and Employees State Insurance. The contractor shall deposit employees and employers contributions to RPFC every month and a copy of the Challan should be submitted along with the monthly bills.



It will be the sole responsibility of the contractor to insure his persons for insurance cover under ESIC of appropriate value as per the govt. guidelines and submit a copy of policy to CPP-IPR.

**[12] BANK ACCOUNT**

All labourers deployed by the contractor at CPP-IPR campus or other locations must have bank accounts and their monthly emoluments shall be deposited directly in the respective bank accounts.

**[13] RATES:**

[a] The contractor shall be paid the rates as quoted in the Rate Schedule Annexure I to II

[b] The rates quoted by the contractor shall be deemed to include all expenses whatsoever that the contractor may be required to incur for providing the services.

[c] The rates will remain firm throughout the period of contract or extended period of contract subject to [d] below.

[d] The rates may be revised on completion of the first year or second year, if the contractor requests for revision, when there is an increase of more than 10% in the applicable minimum wages. The difference in percentage of above 10% increase may be allowed, to the contractor making due changes in the package rates as per the rate schedules, on completion of the first year or second year as applicable, considering the average manpower deployed for the purpose of EPRJ services. For the subsequent increases in the minimum wages the actual increase will be allowed.

[e] The Service Tax, as applicable will be reimbursed on production of proof of payment as per the Government Notifications as per the prevailing rates or at revised rates as amended from time to time.

**[14] SUB-CONTRACT:**

That the contractor shall not, without prior consent in writing of the CPP-IPR Authorities, assign or sublet contract or any part there-of. If he assigns or grants sub-contract to any person without obtaining prior consent of CPP-IPR, he shall be doing so at his own risk and that shall not relieve the contractor of any obligation, duty, or responsibility under the contract.

**[15] ARBITRATION:**

[a] Any dispute arising out of a Notified Claim of the contractor included in the Final Bill of the contractor and any dispute arising out of any Claim(s) of CPP-IPR against the contractor shall be referred for arbitration to a Sole Arbitrator selected in accordance with the provisions of Clause 15 hereof. It is specifically agreed that CPP-IPR may prefer its Claim(s) against the contractor even if a Notified Claim of the contractor has not been referred to arbitration. The contractor shall not, however, be entitled to raise as a set-off defense or counter-claim any claim, which is not a Notified Claim, included in the contractor's Final Bill.

[b] The Sole Arbitrator referred to in Clause 15.a hereof shall be selected by the contractor out of a panel of 3 (three) persons nominated by CPP-IPR for the purpose of such selection and should the contractor fail to select an arbitrator within 30 (thirty) days from the panel of names of such nominee being furnished by CPP-IPR for the purpose, the Sole Arbitrator shall be selected by CPP-IPR out of the said panel.

[c] Any dispute(s) or difference(s) with respect to or concerning or relating to any of the following matters are hereby specifically excluded from the scope, purview and ambit of this Arbitration Agreement with the intention that any dispute or difference with respect to any of the said following matters and/or relating to the Arbitrator's or Arbitral Tribunal's jurisdiction with respect thereto shall not and cannot form the subject – matter of any reference or submission to arbitration, and the Arbitrator or the Arbitral Tribunal shall have no jurisdiction to entertain the same or to render any decision with respect thereto, and such matter shall be decided by the Centre Director of CPP-IPR prior to the Arbitrator proceeding with or proceeding further with the reference. The said excluded matters are:

- (i) With respect to or concerning the scope or existence or otherwise of the Arbitration Agreement;
- (ii) Whether or not a Claim sought to be referred to arbitration by the contractor is a Notified Claim;
- (iii) Whether or not a Notified Claim is included in the contractor's Final Bill.
- (iv) The issue on which the decision of officer-in-charge of CPP-IPR is final and binding.

[d] The provisions of the Indian Arbitration & Conciliation Act, 1996 and any re-enactment(s) and/or modification(s) thereof and of the Rules framed there under shall apply to arbitration proceedings pursuant hereto subject to the following conditions:

- (i) The Arbitrator shall give his Award separately in respect of each Claim and Counter-Claim and
- (ii) The Arbitrator shall not be entitled to review any decision, opinion or determination (howsoever expressed), which is stated to be final and/or binding on the contractor in terms of the Contract Documents.

[e] The venue of the arbitration shall be Guwahati, provided that the arbitrator may with the consent of CPP-IPR and the contractor agree upon any other venue.

**[16] GENERAL:**

If at any stage during the currency of contract, in any case involving moral turpitude, the contractor or their employees is/are convicted, the CPP-IPR reserves the exclusive and special right to terminate the Contract and in such event the contractor shall not be entitled to any compensation from CPP-IPR.

**[17] JURISDICTION:**

Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of a suit, any and all actions and proceedings arising out of or relative to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction in this behalf at Guwahati and only the said Court(s) shall have jurisdiction to entertain any try and such action(s) and/or proceeding(s) to the exclusion of all other Courts.

**[18] WAIVER:**

No failure or delay by CPP-IPR in enforcing any right to remedy of CPP-IPR in terms of the Contract or any obligation or liability of the contractor in terms thereof shall be deemed to be a waiver of such right, remedy obligation or liability, as the case may be, by CPP-IPR and notwithstanding such failure or delay, CPP-IPR shall be entitled at any time to enforce such right, remedy, obligation or liability, as the case may be.

**[19] GENERAL TERMS & CONDITIONS:**

- i. The EPRJ services will be completely administered by the contractor with the help of his/her supervisor and workers. All persons deployed by the contractor will be under the direct control of himself/herself or his/her supervisor for all intents and purposes. No master and servant relationship will exist between CPP-IPR and the persons or supervisors deployed by the contractor.
- ii. If the contractor fails to complete the work or any portion thereof as agreed upon, CPP-IPR shall have the right to get the work done by engaging another agency at the complete risk and cost of contractor.
- iii. If the contractor fails to deploy required number of persons deemed necessary by CPP-IPR, proportionate amount will be deducted from the bill for the corresponding period in addition to the penalty as deemed fit.

- iv. The contractor shall deploy only adult persons for this work. In addition the contractor shall make frequent personal visits to all the sites of work and shall satisfy himself about the quality of work at regular intervals and/or whenever he/she is called upon to do so by CPP-IPR.
- v. In case of dispute on the interpretation of terms and conditions of the contract, the decision of the Centre Director CPP-IPR, or of any person appointed as one man Arbitrator in accordance with Arbitration Act, shall be final and binding on both, contractor and the CPP-IPR.
- vi. If the contractor fails to comply with any of the clause(s) / direction(s) given to him, CPP-IPR shall have the exclusive right to terminate the contract forthwith. In such case, the contractor shall be liable to make good such loss or damage that CPP-IPR may incur or sustain on this account in which case security deposit of the contractor shall be forfeited.
- vii. The work will be carried out as instructed from time to time.
- viii. The tender should be submitted in the prescribed tender form (part of this document) and all the rates quoted in the Annexure should be firm and inclusive of labour, materials, statutory obligations, equipment, tools, tackles and any other expenses that the contractor may incur in executing the job and shall not be subject to price escalation for whatsoever reasons, during the entire tenure of the contract. The detailed specification of cleaning materials to be used should also be furnished.
- ix. The contractor shall always maintain sufficient stock of materials of approved quality as mentioned in the schedule of rates required for the above jobs. If the contractor procures less quantity of material, appropriate amount shall be deducted from his bill at the sole discretion of the CPP-IPR. If the material is surplus, the same may be recovered by CPP-IPR.
- x. The contractor shall ensure that all the persons deployed by him are free from all communicable, contagious infectious and other diseases and the contractor shall have them medically examined in case of any illness at his own cost. CPP-IPR also reserves the right to direct the contractor to get his persons medically examined by a physician approved by CPP-IPR at the sole expense of the contractor. If in the opinion of the CPP-IPR any person deployed by the contractor is found to be suffering from any such communicable diseases or if any of the person of the contractor is found to commit any misconduct or misbehavior, CPP-IPR, in its sole discretion may restrain such person from entering the CPP-IPR premises.
- xi. The contractor will make his own arrangements for accommodation, transport, canteen and any other facilities for his staff. None of the persons of the contractor shall stay inside the CPP-IPR campus after completion of the day's job.
- xii. In case the work is not found satisfactory, then CPP-IPR reserves the right to terminate the contract within three months of the commencement of the contract and award work to the second listed party.
- xiii. The contractor shall increase the labour and material to cope-up with the adhoc increase in work in the existing areas, during the pendency of the contract.
- xiv. The contractor shall be responsible for the persons deployed by him at CPP-IPR observing all the security and safety rules from time to time. In case CPP-IPR suffers any loss etc. of whatever nature on account of deployed persons not following the security/safety regulations/instructions, the contractor shall be liable to make good all such losses as may be the right to recover all such losses etc. from the security deposit and/or dues payable by CPP-IPR to the contractor besides other remedies open to CPP-IPR.
- xv. The contractor will depute the manpower with due antecedent verification.
- xvi. The contractor shall indemnify CPP-IPR for all appointment of labour under him and that they shall have no claim of permanent job at CPP-IPR.

- xvii. The contractor shall fulfill all statutory obligations/liabilities, shall maintain the necessary records under the labour laws applicable to his category and submit the proof of the same as and when asked for by the CPP-IPR.
- xviii. The contractor shall furnish an undertaking that he/she or his/her employees shall not indulge in any other activities other than the ones assigned to them.
- xix. Water will be made available to the contractor at one or more points to be decided by CPP-IPR. The contractor will have to make his own arrangements for taking it to the required places. The contractor shall arrange PVC flexible tubes as required at his own cost.
- xx. The contractor shall not be permitted to assign or give a sub-contract of the work awarded to him for any reason whatsoever.
- xxi. The Contractor shall maintain a fully equipped medical First Aid box, which should be easily available to the persons, deployed by him.
- xxii. Contractor will have to obtain a valid Labour License within one month from the date of commencement of the contract and submit a copy of the same to CPP-IPR immediately on its receipt.
- xxiii. Contractor will have to get police verification certificate for all the manpower deployed by him to work at our premises, from the date of commencement of the contract and submit a copy of the same to CPP-IPR immediately on its receipt.
- xxiv. The work will be carried out during all days, excluding Sundays and Holidays as identified by CPP-IPR.
- xxv. The rates quoted in this tender shall remain firm and fixed during the tenure of the contract with CPP-IPR and no further revision of charge will be allowed except as provided in clause 13 [d].
- xxvi. Income tax, if applicable to be deducted at source will be recovered as per relevant rules and necessary certificate will be given by CPP-IPR.
- xxvii. The rates quoted by the contractor should exclude the GST. The contractor should have valid GST Registration, a copy of which will be required to be submitted along with the quotation. The contractor will be required to produce a proof for payment of GST along with each monthly bill.
- xxviii. The CPP-IPR reserves the right to enter into parallel contracts with any other party during the currency of the contract including splitting of the contract to the advantage of the CPP-IPR.
- xxix. The contractor and the person deployed by him at CPP-IPR shall abide by all rules and procedures of the CPP-IPR, including the security regulations. They shall also be subject to examination / checking by the security agencies on entry / exit or at any time if necessary.

**PART-B**

**CONTRACT RATE FOR EXECUTING ENVIRONMENTAL PROTECTION RELATED JOBS (EPRJ) AT CPP-  
IPR CAMPUS**

Name of the tenderer : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel No. (Office) : \_\_\_\_\_

(Res. ) \_\_\_\_\_

Mobile : \_\_\_\_\_

Date: \_\_\_\_\_

To,

The Administrative Officer-I  
Centre of plasma Physics- Institute for Plasma Research  
Nazirakhat, Sonapur, Kamrup-782402

Dear madam,

**Sub: Offer of Rates for executing Environmental Protection Related Jobs on rate contract basis at CPP-  
IPR campus, Nazirakhat, Sonapur, Kamrup (M)-782402**

With reference to your tender notice No. **CPP-IPR/MWCAC/EOI/2018-19/14 Dated: 01/06/2018** ,

I/We hereby submit my/our tender for Executing Environmental Protection Related Jobs on rate contract basis at CPP-IPR along with all relevant documents. In addition to acceptance of all the terms and conditions as stipulated in the tender document, I/We declare and agree:

- 1) that I/We have gone through the scope of work as given in the tender document and offer my/our all-inclusive rates for each job in the attached Annexure.
- 2) that I/We have gone through and understood the terms and conditions of the contract as stipulated in the tender document.
- 3) that I am/We are competent and resourceful to carry out the job, which may be ascertained from the enclosed certificates of work experience from past and current clients.
- 4) that I/We shall promptly and amicably handle the entire problem including deployment of persons and their problems.
- 5) That I/We shall maintain all records of my/our deployed persons and I am/We are fully aware of all statutory laws and regulations which will be duly complied with by me/us.

- 6) that the rates quoted by me/us are for the complete job as per the scope and therefore I/We shall arrange for all tools, tackles, cleaning materials etc. required for carrying out the job according to the brand/quality and quantity prescribed by CPP-IPR.
- 7) that I/We hereby confirm that I/We have personally visited the sites, seen and understood the nature and quantum of work to be carried out by us and I/We have quoted the rates after assessing the same.
- 8) In case I am/we are awarded the work, I /we shall commence the work on the date as mentioned in the work order.
- 9) I /We take total responsibility to comply with the Minimum wages act and all other statutory obligations applicable to us for the person deployed by me/us.

Yours faithfully,

Signature & Seal of the contractor

- Encl. :
1. Annexure duly filled.
  2. Details of past and current clients in the format.
  3. Copies of certificates/testimonials from past and present clients.

**Annexure - I**  
**Environmental Protection Related Jobs At CPP-IPR Campus, Nazirakhat, Sonapur,**  
**Kamrup (M)-782402**

Sr. No.	Description	Approximate Area in Sqm.
1	Admin building	567
2	All lab building	1992
3	New canteen building	557
4	Old canteen building	240
5	Sub-station	360
6	Water tank	138
7	Approach road	1237
8	Open area	1315
9	Generator area	55
		6461

**Date**

**Signature of Contractor**

**Annexure - II**  
**Material requirement for Environmental protection related jobs at CPP-IPR campus, Nazirakhat, Sonapur, Kamrup-782402**

Sr. No.	Item Description	Unit	Monthly consumption	Rate (Rs.)	Total Amount in (Rs.)
1	White phenyl (best quality)	Ltr	10		
2	Black phenyl (best quality)	Ltr.	10		
3	Sanitary cube (naphthalene)	Pkt	10		
4	Insect killer spray (best quality)	Pcs	8		
5	Toilet cleaner (best quality)	Ltr.	15		
6	Air freshener (best quality)	Pcs	15		
7	Floor cleaner (best quality)	Ltr.	10		
8	Multipurpose cleaner (best quality)	Ltr.	5		
9	Glass cleaner (eg. Colin) (best quality)	Pcs.	4		
10	Detergent powder (best quality)	Kg.	2		
11	Liquid soap	Ltr.	10		
12	Wiper (quarterly)	Pcs	6		
13	Mopper (wet and dry, supplied quarterly)	Pcs	16		
14	Floor duster	Pcs	10		
15	Dusting towel	Pcs	10		
16	Coconut broom	Pcs	10		
17	Toilet brush (every six months)	Pcs	10		
18	Basin brush	Pcs	10		
19	Broom	Pcs	6		
20	Iron brush	Pcs	5		
21	Drain cleaner	Pcs	5		
22	Plastic bucket with handle	Pcs	2		
23	Plastic mug	Pcs	2		
24	PVC brush with wooden handle	Pcs	2		
25	Wire brush with wooden handle	Pcs	4		
26	cobweb broom	Pcs	2		
Total amount of material for CPP-IPR campus					

**Date**

**Signature of Contractor**



**TOTAL AMOUNT FOR CARRYING OUT ENVIRONMENTAL PROTECTION RELATED  
JOBS FOR CPP-IPR**

Sr. No.	Description	Total Amount (Rs.)
<b>CPP-IPR campus, Nazirakhat, Tepesia, Kamrup (M), Assam.</b>		
1	Total amount for labour at CPP-IPR campus per month - Annexure - I	
2	Total amount of material at CPP-IPR campus per month - Annexure - VII	
3	Total amount of labour and material at CPP-IPR campus per month (1 + 2)	

**Date**

**Signature of Contractor**

**ANNEXURE - A**

**LIST OF CURRENT CLIENTS**

<b>Sr. No.</b>	<b>Name, Address, Contact Person &amp; Phone no. of Clients</b>	<b>Date of Starting of the Contract</b>	<b>Area serviced</b>	<b>Period of contract</b>

**UNDERTAKING**

I/We hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection if the same is found to be false or the information is found to be suppressed by me/us.

**Date**

**Signature of Contractor**

**ANNEXURE - B**

**LIST OF PAST CLIENTS**

<b>Sr. No.</b>	<b>Name, Address, Contact Person &amp; Phone no. of Clients</b>	<b>Period of contract</b>	<b>Area serviced</b>	<b>Reason for discontinuance / termination</b>

**UNDERTAKING**

I/We hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection if the same is found to be false or the information is found to be suppressed by me/us.

**Date**

**Signature of Contractor**

**ANNEXURE - C**

**Furnish below the details of the cases filed against you or your firm, if any, in any of the Courts in India:**

<b>Sr. No.</b>	<b>Case No.</b>	<b>In Court of</b>	<b>Case in brief</b>	<b>Status of Case</b>

**UNDERTAKING**

I/We hereby undertake that the information furnished above and elsewhere in the tender is true to the best of my knowledge and that I/we have not suppressed any facts.

**Date**

**Signature of Contractor**