

	<p style="text-align: center;">केन्द्रीयसमुद्रीमात्स्यिकीअनुसंधानसंस्थान CENTRAL MARINE FISHERIES RESEARCH INSTITUTE (भारतीयकृषिअनुसंधानपरिषद्) (INDIAN COUNCIL OF AGRICULTURAL RESEARCH) केन्द्रीयसमुद्रीमात्स्यिकीअनुसंधानसंस्थानकामण्डपमक्षेत्रीयकेन्द्रMANDAPAM REGIONAL CENTRE OF CENTRAL MARINE FISHERIES RESEARCH INSTITUTE मरीनफिशरीजडाकघर / Marine Fisheries PO. मण्डपमकैप /Mandapam Camp रामनाथपुरम जिला/ Ramanathapuram District तमिलनाडु/ Tamil Nadu. PIN-623520.दूरभाषPhone: 914573-241443 & 241973 Fax: 04573-241502 e-mail: scientistincharge.incharge@gmail.com</p>	
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फाइलसंख्या F.No.38-6/2017-Adm.

दिनांकित dated 11-05-2017

Tender Notice

Sealed Tenders are invited from experienced and eligible Service providers for work contract for **Consultant for Maintaining Heritage Museum and Marine Aquarium** at the Mandapam R.C. of CMFRI, Marine Fisheries Post, Mandapam Camp, Ramanathapuram District, Tamilnadu – 623520, as per the schedule of work enclosed (Annexure – I) for the period from **June 2017 to March 2018**.

Service provider should submit details of the organizations to which they have extended similar service in the recent past as well as present. Service provider should be registered under the provision of Contract Labour (Regulation & Abolition Act, 1970) and shall be responsible for fulfilling all obligations under various Labour Laws as applicable and amended from time to time.

The tender fee for ₹ 250/-and an earnest money of ₹ 2.5% of the total contract value must be deposited in the form of DD in favour of ICAR UNIT MRC OF CMFRI payable at Ramanathapuram along with tender. The tender will not be considered if tender fee and earnest money is not deposited.

The Service provider should specify the number of personnel they would be providing to this Office and the rate of wages that would be paid to them. The minimum wage fixed by **Central Govt. of India** should be paid to the personnel deployed, the rate may be quoted accordingly.

The terms & conditions of the work are given in Annexure – II. Those who are interested may submit their tender in the prescribed format attached herewith (annexure – III). The tender should be in a sealed envelope and superscripted as “Tender for work contract of **Consultant for Maintaining Heritage Museum and Marine Aquarium** at MRC of CMFRI, Mandapam Camp. **The last date of receipt of tenders is 1.00 PM on 31/05/2017 and the same will be opened on the same day at 2.30 PM.**

The tender received after the due date shall be summarily rejected. The Scientist-in-Charge, MRC of CMFRI, Mandapam Camp reserves the right to accept or reject any or all tenders without assigning any reason.


 Scientist-in-Charge

MRC of CMFRI, Mandapam camp

Encl: Annexure I, II III & IV

Annexure – I

Schedule of Work

1. Identification and Collection the Specimen including rare specimen.
2. Preservation /Maintenance of specimen
3. Taxification of rare specimen
4. Appealing to Academicians/Students/learned general public.
5. Assisting in culture of soft corals.
6. Maintenance of Reef Aquarium

To attend any other works as and when directed by the undersigned.


Scientist-in-Charge

MRC of CMRI
Mandapam Camp.


Annexure – II

Terms and conditions

1. The contractor should abide by the statutory provisions enacted in the labour laws for minimum wages and should fulfil all the statutory obligations under the ESI, Provident Fund rules etc in respect of the persons deployed for the works.
2. The Contractor/agency will be responsible for payment of the revised wages, DA, ESI, EPF contribution etc from time to time.
3. The contractor must pay the EPF, ESI contribution and Service Tax received from the Institute respectively to the concerned Government Departments through separate challan.
4. The contractor must ensure payment of Minimum Wages to the deployed persons as envisaged by the Central Govt. of India from time to time. The service provider has to pay the wages of labourers on last working day of the month. The bill will be admitted by this office only after producing the copy of the aquittance roll for the previous month towards the payment paid to the contract labourers along with the bill. In addition they should submit the details of the remittance of EPF, ESI to Contractual Staff along with the EPF, ESI Challan / Receipt duly attested by the Assistant Administrative Officer, MRC of CMFRI along with bill for reimbursement. Further the service provider should submit the copy of the quarterly/half yearly return of the Service tax for verification.
5. The contractor shall be responsible of the maintenance for all records/registers as required, the same may be produced before the Competent Authority of MRC of CMFRI on demands.
6. Number of personnel to be deployed may be specified by the Service Provider/Contractor.
7. The Institute shall not be responsible for any injury caused to any worker during the course of their work. Their treatment/compensation shall not be undertaken by the Institute.
8. The persons posted to work should attend the work between 9.00 AM to 5.00 PM with ½ an hour lunch break in the afternoon on all days.
9. The persons entrusted with the work should have experience in Maintaining Heritage Museum and Marine Aquarium work and carry out the work without causing any damage to the Institute property and disturbance to the staff members. In case of any damage caused, the same will be made good from the payment due to the contractor.
10. The list of personnel deployed for the Gardener work under the contract indicating their name and permanent address should be made available to the undersigned before undertaking the work.
11. The persons deployed for the work should be issued proper uniform with I.D card for easy identification at your cost.
12. Number of workers proposed to be deployed for the work may be specified clearly in the quotation.
13. Changing of workers should be intimated to this Office.
14. The engaged personnel should not develop social relationship with CMFRI staff.
15. Successful Tenderer will have to enter a detailed contract agreement with ICAR on non-judicial stamp paper of ₹100/- (Rupees one hundred only)

16. The engaged personnel should follow punctuality, strict attendance and alternative arrangements are to be made by the agency whenever the engaged personnel going on leave under intimation to this office.
17. 10% of the total amount quoted for one year to be deposited at this office as performance security deposit within seven days of intimation of the award of the work in the way of DD/Bankers Cheque. The amount shall be refundable without any interest after successful completion of the contract period.
18. The Annexure of the tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and signed in full by the Tenderer. In such cases reference to the additional pages must be made in the tender form. In any modification of the Annexure is considered necessary it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the Tenderer will not be allowed otherwise the tenders may be rejected.
19. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the Annexure to the tenders is not fully filled in . Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
20. If Tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice.
21. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by the contractor. The Institute will not entertain any claim whatsoever in the respect. However the Income Tax or any other tax which is as per the rules of the Govt. shall be deducted at source from monthly bills of the successful Tenderer, as per rules/instructions made applicable from time to time by the Government.
22. The Scientist-in-Charge, MRC of CMFRI reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the Tenderer.
23. The Scientist-in-Charge, MRC of CMFRI reserves the right to reduce or increase of number of workers during the contract period.
24. Decision of the Scientist-in-Charge, MRC of CMFRI shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the SIC MRC of CMFRI . The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Constitution Act, 1996.

25. Acceptance by the Institute will be communicated by FAX /Letter or any other form of communication. Formal letter of acceptance and work order of the tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Letter etc. should be acted upon immediately..
26. The contractor will be discontinued at the discretion of the Scientist-in-Charge. MRC of CMFRI if the work is not up to the satisfaction.
27. Wherever & whenever it is found that the work is not up to the mark in any section an amount of ₹ 500/- will be levied as liquidated damages per day. It will be brought to the notice of the supervisory staff of the firm by the Institute and if no action is taken within 24 hours liquidated damages clause will be invoked.
28. Any misconduct /misbehaviour on the part of labours will not be tolerated and such persons will have to be replaced immediately.
29. If the required number of workers/supervisor are less than the minimum required, a penalty of ₹ 500/-per worker per day will be deducted from the bill.
30. The decision of the Scientist-In Charge, MRC of CMFRI shall be final and bidding on the contractor/agency in respect of any clause covered under the contract and any matter incidental to the contract.


Scientist-in-Charge
MRC of CMFRI
Mandapam Camp

Annexure – III

To

The Scientist-in-Charge,
MRC of CMFRI
Mandapam Camp.

Sir,

I/We wish to submit our tenders for the Job work / service contract for providing Gardener at MRC of CMFRI, Mandapam Camp on the following rates.

Sl.No.	Particulars	Amount per month
1.	Monthly consolidated rate offered for the Job work contract for providing Consultant for Consultant for Maintaining Heritage Museum and Marine Aquarium per the schedule of works and terms and conditions specified in the tenders including all labours, transportation, specially covered all acts & taxes etc. as applicable from time to time.	
(Rupees (in words)		
only)		

I agree to forfeit of the earnest money if I fail to comply with the terms and conditions in whole or in part laid down in the Tender form.

We have carefully read the terms and conditions of the tender and are agreed to abide by these in letter and spirit.

Signature & Date :

Name & Address of the firm :

Telephone Number :

Mobile Number :

Annexure - IV

Format for submitting Tender

1. Name of the Service Provider / Agency :
2. Address with Tel. No., Fax No., E-mail :
3. Contact person's name :
4. Essential details with copies of certificates for the following:-
 - (a) Registration certificate of the firm under the State Government.
 - (b) Employees EPF Registration certificate issued by the local govt.etc.
 - (c) Employees ESI Registration certificate issued by local govt.etc
 - (d) Service tax Registration certificate issued by govt. etc.
 - (e) The contractor / agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.

Sl. No.	Category of Labours	No. of Persons	Rate per month per person (including DA) Central Sphere	Contractors share		Contractor's service charge	Service Tax (if applicable)	Total
				EPF	ESI			
1								
(Rupees								
Only)								

Declaration

I/We hereby certify that the information furnished above is correct and true to the best of our knowledge. We understand that in the event of information being found false at any stage, the Agency will be black listed and will not have any dealing with the CMFRI, ICAR in future.

(Signature of authorised signatory)