

भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC
ENERGY

Ref: IGCAR/2(10)/2021-22/Admn(Vig) / 296

Shri R. Gopinath,
7/113, Muthalamman kovil street,
Sathuragapattinam village,
Chengalpet district – 603 102.
Tamilnadu



इंदिरा गांधी परमाणु अनुसंधान केंद्र
कल्पाक्कम, तमिलनाडु- 603 102.

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM, TAMILNADU- 603102.

May 20
April, 2021

Sir,

विषय : सूचना का अधिकार अधिनियम - 2005 के तहत चाही गई सूचना संबंधी ।
Sub: Information sought under RTI Act – 2005.

Please refer to your online RTI application no. IGCAR/R/E/21/00022 dated 21.04.2021, received in this centre on 21.04.2021 for necessary action under the RTI Act. The information sought by you, in respect of IGCAR, received from concerned officers is furnished as under:-

SL. No.	INFORMATION SOUGHT	INFORMATION PROVIDED
1.	Provide information for photocopies of all contracts work order information pages provided by the all zonal administration of Indira Gandhi Atomic Research Centre IGCAR Kalpakkam from 01.04.2016 to 31.03.2021.	Copies of the document containing work order awarded by the administration of IGCAR, Kalpakkam from 01.04.2016 to 31.03.2021 will be provided on receipt of documentation charge of Rs.84 (Rs.2/- per page x 42 pages) which shall be remitted by way of cash against proper receipt or by demand draft or bankers cheque or Indian Postal Order payable to the Pay & Accounts Officer, IGCAR, Kalpakkam.
2.	Provide information data on the number of All contracts work order issued by the all zonal administration of Indira Gandhi Atomic Research Centre IGCAR Kalpakkam from 01.04.2016 to 31.03.2021.	During the period 01.04.2016 to 31.03.2021, 11 nos. of work order were awarded by the administration of IGCAR.

यदि सूचना का अधिकार अधिनियम, 2005 की धारा - 19 के अनुसार अपील करना चाहते हैं, तो इस पत्र की प्राप्ति के 30 दिनों के भीतर अपील प्राधिकारी, इंगांपअके को अपील कर सकते हैं । अपील प्राधिकारी का विवरण निम्नानुसार है :

An appeal as per section – 19 of the RTI Act, 2005, if any can be preferred to the Appellate Authority, IGCAR, within 30 days of the receipt of this letter. The details of Appellate Authority are given below:

निदेशक(का&प्र) एवं अपील प्राधिकारी / Director (P&A) and Appellate Authority
इंदिरा गांधी परमाणु अनुसंधान केन्द्र/Indira Gandhi Centre for Atomic Research,
कल्पाक्कम/Kalpakkam – 603 102
दूरभाष नं. / Tel.No. 044-27480359
ईमेल/Email: diradmn@igcar.gov.in

भवदीय / yours faithfully.


(R. Srinivasan)

प्रशासन अधिकारी-III (सतर्कता)/Administrative Officer-III(V)
केंद्रीय लोक सूचना अधिकारी /Central Public Information Officer
फोन नं. Tel No.: 044-27480080
ई-मेल/E-mail: ao3lg@igcar.gov.in

भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY



सत्यमेव जयते

इंदिरा गांधी परमाणु अनुसंधान केंद्र
कल्पाक्कम, तमिलनाडु- 603 102.

INDIRA GANDEHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM, TAMILNADU- 603102.

Ref: IGCAR/2(10)/2021-22/Admn(Vig)/330

June 10, 2021

Shri R. Gopinath,
7/113, Muthalamman kovil street,
Sathuragapattinam village,
Chengalpet district - 603 102.
Tamilnadu

Sir,

Sub: Information sought under RTI Act - 2005

Please refer to your online RTI application dated 21.04.2021 received in this Centre on 21.04.2021 and this office letter no. IGCAR/2(10)/2021-22/Admn(Vig)/296 dated 20/05/2021 requesting documentation charges for providing documents on the above mentioned subject. An amount of Rs. 90/- towards documentation Charges along with your letter dated 27.05.2021 was received on 02/06/2021.

Accordingly, the required documents containing 42 pages is enclosed herewith.

Encl: As above

Yours faithfully,

(S. Jayakumari)

Administrative Officer-III(V)
Central Public Information Officer

Tel No.: 044-27480364

E-mail: ao3frfcf@igcar.gov.in

भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY



इन्दिरा गाँधी परमाणु अनुसंधान केन्द्र
कल्पाक्कम 603 102 तमिल नाडु

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM 603 102 TAMILNADU

Ref: IGCAR/OMR Sheet/02/2016/100

7th June, 2016

To

M/s SNT Formss,
No. 11/1, Mariamman Koil Street,
ISSA Pallavaram,
Chennai – 600 043

Sub: Work order for Scanning/Processing of OMR Answer Sheets at IGCAR

Dear Sir,

In response to our tender notice No. IGCAR/OMR Sheet/01/2016 dt 27.04.2016 your quotation dated 19.05.2016 for carrying out the Scanning/Processing of OMR Answer Sheets as per the rates quoted by you for the schedule of quantities, which is reproduced below has been accepted on behalf of the President of India for a period of one year from 15.06.2016.

SCHEDULE OF RATES

Sl. No.	Particulars	Quantity	Rate in Rs.
01.	Scanning / Processing of OMR Sheets	Upto 1000 Sheets	6500/-
		1001 - 1500 Sheets	7000/-
		1501 - 2000 Sheets	7500/-
		2001 - 2500 Sheets	7800/-
		2501 - 3000 Sheets	8000/-
		Rate per sheet beyond 3000 Sheets	3/-

This offer is subject to the general and special conditions of contracts relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quality and at the rate specified.

TERMS AND CONDITIONS:

1. You are requested to undertake the scanning / processing of OMR sheets of any examination conducted by us.



2. You should be able to scan the OMR sheets using the master answers prepared on the OMR sheets.
3. The rates quoted are exclusive of service tax for scanning / processing.
4. You should arrange your own scanning software and manpower for scanning.
5. The software for scanning should be able to evaluate as per the criteria determined by this Centre.
6. After scanning you should be able to generate the report as requested by this Centre.
7. The period of the contract is for One year from the date of commencement of the contract and can be extended further on mutual consent on the same terms and conditions and rates.
8. You should undertake scanning at any location at Chennai / Kalpakkam as decided by this Centre and make your own arrangements to reach the place.
9. All other terms and conditions as contained in the tender notice shall also be applicable during the period of contract.
10. All disputes relating to the contract shall be referred to Director, IGCAR or the officer nominated by him who shall be the sole arbitrator and his decision shall be binding and final. The effect to the contract as per the terms and conditions of this order is from 15.06.2015 and the period of contract is for one year.

Two copies of this work order is prepared. You are requested to sign each page of this Work Order and also deposit a Caution Deposit for Rs. 10,000/- being a performance security deposit in the form of Fixed Deposit Receipt (FDR) or Bank Guarantee on or before 10.06.2016 in favour of Pay and Accounts Officer, IGCAR in terms of Clause 10 of the tender document.

The signed work order may kindly be returned along with Caution Deposit to this Office for further action.

Thanking you,

Yours faithfully,



(A.K. Vikraman Nair)
Director (P&A)

For & on behalf of President of India
Phone: 044-27480066
Email : diradmn@igcar.gov.in

Copy to :

Deputy Controller of Accounts (DCA),
IGCAR

ए. के. विक्रमन नायर/A K Vikraman Nair
निदेशक (का&प्र)/Director (P&A)
इंदिरा गांधी परमाणु अनुसंधान केंद्र
Indira Gandhi Centre for Atomic Research
कल्पक्कम/Kalpakkam

Certified Copy supplied
Under RTI Act, 2005,
10/6/2015
IGCAR




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भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY



इन्दिरा गाँधी परमाणु अनुसंधान केन्द्र
कल्याक्कम 603 102 तमिल नाडु

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM 603 102 TAMILNADU

Ref: IGC/Rect/42/2017/76

20th June, 2017

To

M/s SNT Formss,
No. 11/1, Mariamman Koil Street,
ISSA Pallavaram,
Chennai – 600 043

Sub: Work order for Scanning/Processing of OMR Answer Sheets at IGCAR

Dear Sir,

In response to our tender notice No. IGCAR/Rect/OMR Sheet/01/2017 dt 02.05.2017 your quotation dated 22.05.2017 for carrying out the Scanning/Processing of OMR Answer Sheets as per the rates quoted by you for the schedule of quantities, which is reproduced below has been accepted on behalf of the President of India for a period of one year from 1st July, 2017.

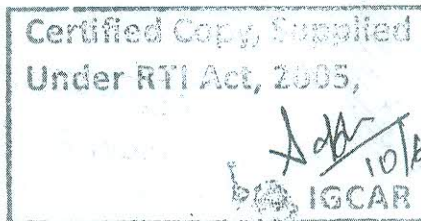
SCHEDULE OF RATES

Sl. No.	Particulars	Quantity	Rate in Rs.
01.	Scanning / Processing of OMR Sheets	Upto 1000 Sheets	6500/-
		1001 - 1500 Sheets	7000/-
		1501 - 2000 Sheets	7500/-
		2001 - 2500 Sheets	7800/-
		2501 - 3000 Sheets	8000/-
		Rate per sheet beyond 3000 Sheets	3/-

This offer is subject to the general and special conditions of contracts relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quality and at the rate specified.

TERMS AND CONDITIONS:

1. You are requested to undertake the scanning / processing of OMR sheets of any examination conducted by us.




2. You should be able to scan the OMR sheets using the master answers prepared on the OMR sheets.
3. The rates quoted are exclusive of service tax for scanning / processing.
4. You should arrange your own scanning software and manpower for scanning.
5. The software for scanning should be able to evaluate as per the criteria determined by this Centre.
6. After scanning you should be able to generate the report as requested by this Centre.
7. The period of the contract is for One year from the date of commencement of the contract and can be extended further on mutual consent on the same terms and conditions and rates.
8. You should undertake scanning at any location at Chennai / Kalpakkam as decided by this Centre and make your own arrangements to reach the place.
9. *All other terms and conditions as contained in the tender notice shall also be applicable during the period of contract.*
10. All disputes relating to the contract shall be referred to Director, IGCAR or the officer nominated by him who shall be the sole arbitrator and his decision shall be binding and final. The effect to the contract as per the terms and conditions of this order is from 15.06.2017 and the period of contract is for one year.

Two copies of this work order is prepared. You are requested to sign each page of this Work Order and also deposit a Security Deposit for Rs. 10,000/- being a performance security deposit in the form of Fixed Deposit Receipt (FDR) or Bank Guarantee on or before 27.06.2017 in favour of Pay and Accounts Officer, IGCAR in terms of Clause-V (1) of the tender document.

The signed work order may kindly be returned along with Security Deposit to this Office for further action.

Thanking you,

Yours faithfully,


Director (P&A)

For & on behalf of President of India
Phone: 044-27480066
Email : diradmn@igcar.gov.in

Copy to :

Deputy Controller of Accounts (DCA),
IGCAR





Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research

S.S. Deokar
Administrative Officer-III
E-mail: aor@igcar.gov.in
Website: www.igcar.gov.in

Homi Bhabha Building, 3rd Floor
IGCAR, Kalpakkam – 603 102
Phone: 044 – 27480234

No. IGC/Rect/12(1)(1)/2019/ 187

June 25, 2019

To

M/s SNT Formss,
No.11/1, Mariamman Koil Street,
Issa Pallavaram,
Chennai – 600043

- Speed Post

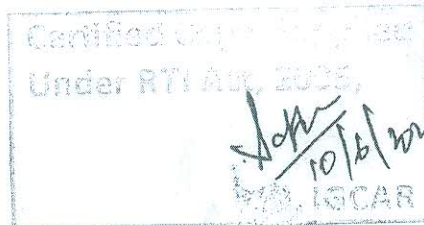
Sir,

Work Order

We are pleased to inform you that your offer dated 17/06/2019 for the work of scanning / processing of OMR Answer sheets for JRF Written Examination total consideration of Rs.6500/- plus 18% GST is hereby accepted on behalf of President of India.

The work will be carried at as per the terms & conditions mentioned below:

1. The OMR Answer Sheets for the JRF written examination shall be scanned and processed on Wednesday 26/06/2019 at DAE Guest House, Kalpakkam – 603102.
2. The work will commence at 1000 hours and shall be completed on the same day before 1700 hours.
3. The OMR Answer Sheets will be scanned based on the master key supplied by this Research Centre.
4. M/s SNT Formss will make own arrangements for the software and the man power required for scanning the OMR Answer Sheets.
5. In case of breakdown of OMR scanning machine deployed for scanning the OMR Answer sheets M/s SNT Formss will make immediate arrangements for deployment of alternate scanning machine.





- 6. MIS Reports of the test results as per the Centre, discipline, category, marks obtained, percentile, etc. shall be generated in MS Excel formats (soft copy only) and pdf format.
- 7. M/s SNT Formss shall not disclose any information and data furnished to it by IGCAR to any third party nor shall disclose any reports, specification and other information prepared for IGCAR by the Firm.
- 8. The Firm shall be subject to the provisions of the Atomic Energy Act, 1962 and Official Secret Act 1923, with amendments as of date, pertaining to such information at all times.

Thanking you,

Yours faithfully,

(Handwritten signature)

(S.S. Deokar)

Administrative Officer-III (R&V)

For & on behalf of President of India

Phone: 27480234

Email: aor@igcar.gov.in

Copy to

Deputy Controller of Accounts,
IGCAR

Certified Copy, Supplied
Under RTI Act, 2005,
(Handwritten signature)
IGCAR

AS

Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research
Coordination Committee – JEST -2018

Kalpakkam – 603 102

Ref: IGC/JEST-2018/12(5)/2018/1

11th January, 2018

To

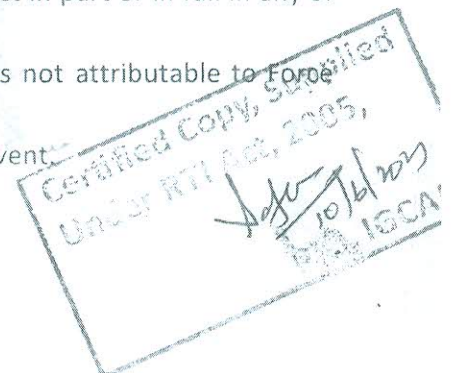
M/s Meta-i Technologies Pvt. Ltd,
No. 6, 23rd 'A' Main, Marenahalli,
J.P.Nagar 2nd Phase,
Bangalore – 560 078

Subject : Work order for Joint Entrance Screening Test-2018 (JEST-2018) – reg.

Sir,

In response to our tender notice No. IGC/JEST-2018/12(5)/2017, your quotation dated 21.12.2017 for carrying out the printing and distribution of question papers, OMR answer sheets including printing, distribution, collection, evaluation and preparation of result sheets for Joint Entrance Screening Test-2018 (JEST-2018) as per the rates quoted by you for the schedule of quantities, which is enclosed, has been accepted by Coordination Committee, Joint Entrance Screening Test-2018 (JEST-2018).

1. The following Clauses contained in the Tender Document are reiterated:
 - a) You are requested to maintain utmost confidentiality and ensure security till completion of examination process on end-to-end basis.
 - b) There should be zero failure in all stated and implied activities on the part of you. In case of failure, you may need to bear the entire expenditure for re-conducting the exam or part thereof as the case may be.
 - c) You shall not interact with media or any other third party on any matter related to the project.
 - d) The rates quoted are inclusive of all taxes.
2. All other terms and conditions as contained in the tender notice shall also be applicable during the period of contract.
3. CC-JEST-2018 shall have the right to terminate the contract in part or in full in any of the following cases:-
 - a. The delivery of the material is delayed for causes not attributable to Force Majeure after the schedule date of delivery
 - b. The agency is declared bankrupt or becomes insolvent.



4. This work order is prepared in duplicate. You are requested to sign on each page of this Work Order and also deposit a Fixed Deposit for Rs. 54,865/- being a performance guarantee in the form of Fixed Deposit Receipt (FDR) or Bank Guarantee in favour of JEST-2018, Kalpakkam in terms of Clause- 3 of Part-III of the tender document.

5. One copy of the signed work order may kindly be returned along with Performance Guarantee to this Office for further action.

Thanking you,

Yours faithfully,



(G. Amarendra)

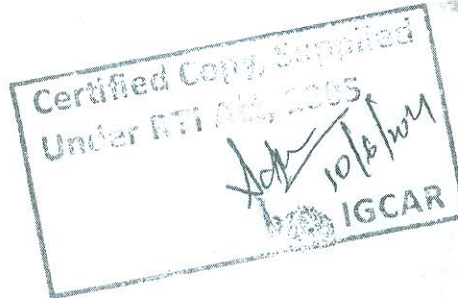
Chairman-Coordination Committee-JEST -2018
Director, Metallurgy & Materials Group and
Materials Science Group, IGCAR

Email : amar@igcar.gov.in

Jan 11, 2018

Copy to :

1. Dr. S. Sivakumar, Converner, CC, JEST-2018
2. Administrative Officer-III (R&V), Member, CC, JEST-2018
3. Shri V.K.Shrikanth, Accounts Officer, Member, CC, JEST-2018
4. Shri S. Lakshminarayanan, AAO (B&MW), Member, CC, JEST-2018





Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research

Shri S. Goverdhan Rao
Director (P&A)
E-mail: diradmn@igcar.gov.in
Website: www.igcar.gov.in

Homi Bhabha Building, 3rd Floor,
IGCAR, Kalpakkam - 603 102
Phone: 044 - 27480038

Ref: IGC/Rect/45(1)/2017/ 11

April 27, 2018

To

SATVAT INFOSOL PVT. LTD.,
No. 23, LB Road, IIIrd Floor,
Nibav Building, Adyar
Chennai - 600020, TN

Kind Attention Shri K. Gopinath
Sr. Regional Manager - Business Development

WORK ORDER

Dear Sirs,

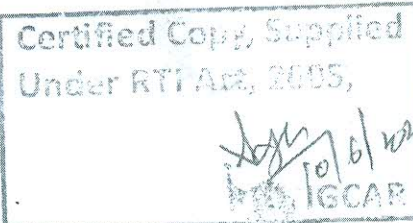
Subject : End-to-end online recruitment process
Reference : NIT No. IGC/Rect/45(1)/2018

In response to our tender notice No. IGC/Rect/45(1)/2018, your quotation dated 11.02.2018 for inviting online application, screening of applications and conducting online/offline examination, depending on the exigencies, using OMR including designing & printing OMR sheets and evaluation thereof, for various posts at different Centres as per the schedule of rates and quantities given in the annexure has been accepted on behalf of the President of India at a total value of Rs. 77,52,600.00/- (Rupees Seventy seven lakhs fifty two thousand six hundred only) inclusive of taxes and levies for a period of Two years. Accordingly, a letter of intent was issued vide Ref. No. IGC/Rect/45(1)/2017-86 dated 03/04/2018 for commencing the work immediately. Pursuant to the above, two copies of this work order is prepared. You are requested to sign each page of this Work Order and the signed work order and agreement may kindly be returned to this Office for further action.

This offer is subject to the general and special conditions of contracts relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quality and at the rate specified.

Terms and Conditions:

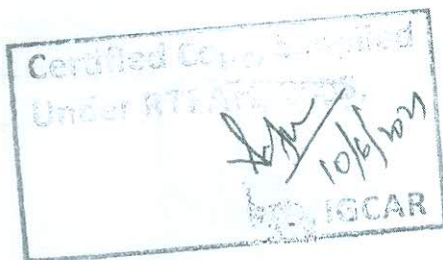
- 1) Period of contract will be for Two years from 27/04/2018 as per terms and conditions and rates.
- 2) A copy of Annexure-I incorporating the rates quoted by you and accepted by us is enclosed.
- 3) The work shall be carried out by you on the basis of programme separately issued to you and as per directions and conditions, special conditions and additional conditions of the contract etc. issued to you along with the tender documents.
- 4) You are now requested to commence the work immediately as per schedule programme




- 5) Shri R. Jehadeesan, Computer Division, Electronics & Instrumentation Group, IGCAR will be in-charge of this work and he may be contacted for all further instructions regarding this work.
- 6) You, your sub-contractors and your Personnel shall not disclose any information and data furnished to you by us to any third party nor shall disclose any software, reports, specification, manuals and other information developed and prepared for us by you and your Sub-contractors and operations. You and your Sub-contractors and the Personnel of either of you shall be subject to the provisions of the Atomic Energy Act, 1962 and Official Secret Act 1923, with amendments as of date, pertaining to such information at all times.
- 7) There should be zero failure in all stated and implied activities on the part of you. In case of failure, you may need to bear the entire expenditure for re-conducting the exam or part thereof as the case may be.
- 8) You shall not interact with media or any other third party on any matter related to the project.
- 9) You shall adhere to the schedule of programme as decided by IGCAR and shall deploy required manpower as stipulated in the tender document.
- 10) In case any extension in delivery is to be granted to you, your request for extension may be called for before expiry of Work Order. The same may be justified by the Division, whether extension granted is with or without levy of liquidated damages.
- 11) A formal contract agreement of the work will be drawn up and you are required to sign the same on intimation, in the office of Director (P&A), IGCAR. However, until a formal contract agreement is signed, the tender submitted by you and this letter of acceptance will form a binding contract between us.
- 12) Payment shall be made only on satisfactory completion of work and on production of bill and advance stamped receipt.
- 13) You are requested to furnish your PAN Card Number, GST Number and Bank Account Number to this office before commencement of this work.
- 14) The name of your authorized representative to whom instructions can be issued may please be intimated. The receipt of this letter may please be acknowledged.
- 15) The Department shall not provide any transportation facility to the workers of you outside the campus of IGCAR.
- 16) You are requested to follow all the terms and conditions of the tender document, which shall form part of this work order
- 17) The Department however, reserves right to terminate this contract at any time after giving one month notice to you.

Yours faithfully

Encl.: Annexure-I




 Director (P&A), IGCAR
 For and on behalf of the President of India

एस. गौवर्धन राव / S. GOVERDHAN RAO
 निदेशक (आ एवं प्र) / Director (P&A)
 इंदिरा गांधी परमाणु अनुसंधान केंद्र
 Indira Gandhi Centre for Atomic Research
 कलपक्कम / Kalpakkam - 603 102



Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research

Shri O.T.G. Nair
Director (P&A)
E-mail: diradm@igcar.gov.in
Website: www.igcar.gov.in

Homi Bhabha Building, 4th Floor,
IGCAR, Kalpakkam – 603 102
Phone: 044 – 27480038

Ref: IGC/Rect/45(1)/2017/ 319

May 20, 2020

To.

SATVAT INFOSOL PVT. LTD.,
No. 23, LB Road, III rd Floor,
Nibav Building, Adyar
Chennai – 600020, TN

Dear Sirs,

Subject: Grant of Extension

Reference: Work Order No. IGC/Rect/45(1)/2017/111 dated 27/04/2018.

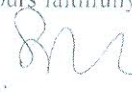
Please refer to the above Work Order for conducting End-to-end online recruitment process and your email confirmation dated 27/04/2020 regarding extension of contract period for 6 months.

Considering the present unforeseen situation due to COVID-19 Pandemic, the contract period has been extended for a period of six months from 27/04/2020 to 26/10/2020 with same terms and condition as mentioned in the work order dated 27/04/2018 without any additional financial implications.

You are requested to submit the original Bank Guarantee for the extended period at the earliest.

Thanking you,

Yours faithfully


Director (P&A), IGCAR
For and on behalf of the President of India

Copy to

1. Head, Computer Division, EIG, IGCAR
2. Sr. Accounts Officer, BMW, IGCAR

ओ.टी.जी. नायर / O.T.G. NAIR
निदेशक (का एवं प्र) / Director (P&A)
इन्दिरा गांधी परमाणु अनुसंधान केंद्र
Indira Gandhi Centre for Atomic Research
कल्पक्कम / Kalpakkam - 603 102.



भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY



इन्दिरा गाँधी परमाणु अनुसंधान केन्द्र
कलपाक्कम 603 102 तमिल नाडु

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM 603 102 TAMILNADU

40
3

Ref: IGC/Rect/45(1)/2017/ 554

November 10, 2020.

To.

M/s. SATVAT INFOSOL PVT. LTD.,
No. 23, Lattice Bridge Road, 3rd Floor,
Nibav Building, Adyar
Chennai - 600020, TN

Dear Sir,

Subject:- Grant of extension for conducting end-to-end online recruitment process

Ref :- 1. Work order No. IGC/Rect/45(1)/2017/111 dated 27/04/2018
2. Work order extension no. IGC/Rect/45(1)/2017/319 dated 20/05/2020

Please refer to the above Work order at Sl. No. 1 and grant of extension at Sl. No. 2 for a period of six month w.e.f. 27/04/2020 for conducting end-to-end online recruitment process and your letter dated 08/10/2020 regarding extension of contract towards conduct of end-to-end online recruitment process.

2. The contract period has been further extended for a period of one year from 27/10/2020 to 26/10/2021 with same terms and condition as mentioned in the work order dated 27/04/2018 without any additional financial implications.

3. You are requested to submit the original Bank Guarantee for the extended period at the earliest.

Thanking you,

Yours faithfully

(O.T.G. Nair)
Director (P&A)

For and on behalf of the President of India
Tel.No. 044-27480359
Email: diradm@igcar.gov.in

Copy to:-

1. Head, Computer Division, EIG, IGCAR
2. DCA, IGCAR



भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY



इन्दिरा गाँधी परमाणु अनुसंधान केन्द्र
कल्पाक्कम 603 102 तमिल नाडु

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM 603 102 TAMILNADU

No. IGCAR/28(1)/2017-Admn(GEN)/Zone-1

Dt. 22 .02.2018

Shri P. Pasupathinathan
Senthoo Engineering & Facility Management
No.56/1, Thiyagappa Street
Kilpauk
Chennai – 600 010.

Sir,

WORK ORDER

Sub:-Centralised House Keeping Work Zone-1

In response to our Tender Notice No.IGC/28(1)/2017-Admn(GEN)/Zone-1 dtd. 06.12.2017, your quotation dated 19.12.2017 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 68,43,198/- [Rupees Sixty eight lakhs forty three thousand one hundred ninety eight only] for a period of 2 years from 01.03.2018. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quantity and at the rate specified.

TERMS & CONDITIONS

- 1) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure – 1.
- 2) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before the Principal Employer, IGCAR.
- 3) Period of contract will be Two years from the date of awarding the contract and can be extended for a further period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.

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Under RTI Act, 2005,

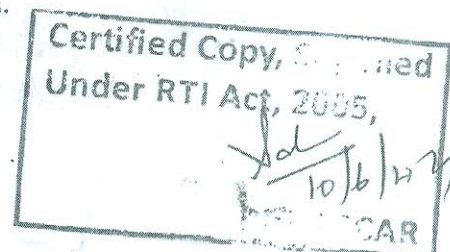
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IGCAR

- 6) The remuneration including all statutory levies etc. of the Contractor employed for the purpose of house keeping shall be borne by the Tenderer. Hours of work, wages etc., of the Contractors shall be in accordance with the prevailing laws. The wages of workers shall be paid before 7th of every month without fail in their respective bank account of the labourers under intimation to the Officer-in-Charge of the Zone. The minimum wages payable for Unskilled worker is Rs. 359/- and for Supervisor is Rs. 420/- per day with effect from 01.04.2017. Any subsequent increase in the minimum wages during the period of the contract period as notified by the Ministry of Labour orders from time to time should be taken into account by the contractor while making payment..
- 7) No escalation of rate would be allowed during the period of contract, which shall be valid for two years from the date of award.
- 8) As per the Employees Provident Funds and Miscellaneous Provisions Act, 1952, social security in the form of Provident Fund, Insurance etc., should be provided to all employees who are employed for wages. The Contractor who will be providing outsourced workers is to register with Employees Provident Fund Organization [EPFO] and payment to the contract will be made only after verifying that of social security covers extended to such staff. The Contractor is liable to pay his contributions in respect of every eligible employee and deduct employee's contribution from wages bill and shall pay these contributions at the specified rate to the concerned authorities within 21 days of the last day of the Calendar month in which the contributions fall due. The EPF contribution @ 12% is recoverable from the employee and also payable now on the minimum wages of Rs. 359/- per day and Rs. 420/- per day as applicable based on the number of days engaged/worked.
- 9) The ESI contributions payable @ 1.75% of the wages and that of employer's is 4.75% of the wages per month if it is introduced at Kalpakkam at later date.
- 10) The work should be carried out as per details given below.
 - (a) Floor cleaning : Daily once
[Sweeping, cleaning, dusting of all the Floor area, stair cases, passages]

Washing and swabbing of all toilets with Cosmetic materials provided by the Department] : Daily two times
 - (b) Mopping floors, corridors : Weekly once
 - (c) Dusting & cleaning of window panels, doors, Fans and removing of cobwebs from the entire Buildings indicated in the Annexure : Once in fortnight
- 11) Contractor should engage minimum 33 persons [32 workers + 1 Supervisor] daily to perform all the above work.

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 10/6/17
 W.D. IGCAR

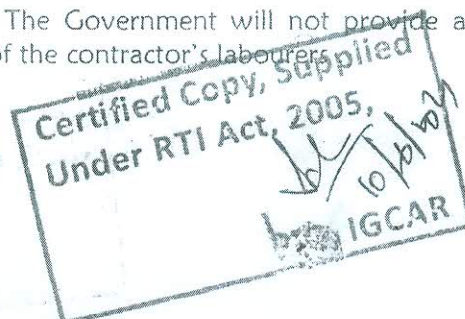
- 12) Quality of work and attendance of the labourers will be recorded by the respective buildings representative on all working days. The workers shall report at the allotted work place and commence work at 08.00 AM on all working days. A Xerox copy of the attendance of workers is required to be submitted along with the monthly bill.
- 13) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
- 14) The contractor shall employ only adult labourers / workers for this work.
- 15) The contract labourers shall not be treated as IGCAR staff for any purpose, whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's labourers.
- 16) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
- 17) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
- 18) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
- 19) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A], IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
- 20) The payment of wages to the labourers should be made by the contractor as per the Payment of Wages Act 1936 and the Minimum Wages Act 1948. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.
- 21) The payment of wages to the Labourers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
- 22) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
- 23) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.



- 24) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
- 25) The contractor shall not appoint any sub-contractor for the work assigned to him/her.
- 26) The Contractor should provide uniform to all regular labourers deputed at the site for proper identification
- 27) The contractor shall follow all safety and security procedure that are in vogue and applicable during execution of the work. The Contractor should verify the character & antecedents of the labourers employed by them through local address prof issued by competent authorities such as ration card, aadhar card, driving licence, EB bill, telephone bills etc. The nationality of contract labourer also needs due verification.
- 28) The contractor at his/her own cost should obtain immediately Police Verification Certificates of labourers deployed at the site and submit the same along with necessary application to CISF for obtaining Entry Permits to his/her labourers .

SPECIAL CONDITIONS

- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for carrying out the work. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and guidance to contractors for item rate tender and contract applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.
- 6.0 **Security Rules:** The contractor and his labourers shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo passes to his workers at his / her own cost in the manner prescribed by the Department.
- 7.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's labourers.



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- 8.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 9.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.
- 10.0 **Penalty clause :** It shall be the responsibility of the contractor to provide a substitute in place of labourers who remain absent. In case the contractor fails to engage 32 labourers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 359 per day per worker will be recovered from the monthly bills of the contractor. This should not be charged on the labourers engaged by him/her.

You are requested to contact Shri V. Ragunathan, SO/D, MPD, MSG, Phone No 22160 who is the Officer-in-Charge for co-ordinating the work in Zone-1.

Receipt of this work order may please be acknowledged.

Yours faithfully,

[Handwritten Signature]
22/12/18

Director [P&A]

For and on behalf of President of India

- Copy to : 1. DCA, IGCAR
2. Principal Employer, IGCAR
3. Shri V. Ragunathan, SO/D, MPD, MSG, IGCAR [Officer-in-Charge, Zone-1]
4. Pass Section, Main Gate, CISF

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Under RTI Act, 2005,
[Handwritten Signature]
10/6/2021
IGCAR



No. IGCAR/28(1)/2017-Admn(O&M)/Zone-2

Dt.27.06.2017

To

Smt. Priyanka Anand
Proprietor
M/s Navarathna Catering,
No. 15, Ayarpadi Street,
Nalverkoilpet, Thriukazhukundram – 603 109.

Madam,

Sub:-Centralised House Keeping Work Zone-2

In response to our Tender Notice No.IGC/28(1)/2017-Admn(O&M)/Zone-2 dtd. 05.05.2017, your quotation dated 18.05.2017 and negotiation dated 12.06.2017 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 44,66,689/- [Rupees Forty four lakhs sixty six thousand six hundred eighty nine only] for a period of 2 years from **01.07.2017**. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quantity and at the rate specified.

TERMS AND CONDITIONS

- 1) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-I.
- 2) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before the Principal Employer, IGCAR.
- 3) Period of contract will be Two years from the date of awarding the contract and can be extended for a further period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and including all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.

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IGCAR

- 33
- 6) The remuneration including all statutory levies etc. of the Contractor employed for the purpose of house keeping shall be borne by the Tenderer. Hours of work, wages etc., of the Contractors shall be in accordance with the prevailing laws. The wages of workers shall be paid before 7th of every month without fail in their respective Bank Accounts under intimation to the Officer-in-Charge of the Zone. The minimum wages payable for Unskilled worker is Rs. 359/- and for Supervisor is Rs. 420/- per day with effect from 01.04.2017. Any subsequent increase in the minimum wages during the period of the contract period as notified by the Ministry of Labour & Employment, New Delhi from time to time should be taken into account by the contractor while making payment.
- 7) No escalation of rate would be allowed during the period of contract, which shall be valid for two years from the date of award.
- 8) As per the Employees Provident Funds and Miscellaneous Provisions Act, 1952, social security in the form of Provident Fund, Insurance etc., should be provided to all employees who are employed for wages. The Contractor who will be providing outsourced workers is to register with Employees Provident Fund Organization [EPFO] and payment to the contract will be made only after verifying that of social security covers extended to such staff. The Contractor is liable to pay his contributions in respect of every eligible employee and deduct employee's contribution from wages bill and shall pay these contributions at the specified rate to the concerned authorities within 21 days of the last day of the Calendar month in which the contributions fall due. The EPF contribution @ 12% is recoverable from the employee and also payable now on the minimum wages of Rs. 359/- per day and Rs. 420/- per day as applicable based on the number of days engaged/worked.
- 9) The ESI contributions payable @ 1.75% of the wages and that of employer's is 4.75% of the wages per month if it is introduced at Kalpakkam at later date.
- 10) The work should be carried out as per details given below.
- (a) Floor cleaning : Daily once
[Sweeping, cleaning, dusting of all the
Floor area, stair cases, passages]
Washing and swabbing of all toilets with
Cosmetic materials provided by the Department] : Daily two times
- (b) Mopping floors, corridors : Weekly once
- (c) Dusting & cleaning of window panels, doors,
Fans and removing of cobwebs from the entire
Buildings indicated in the Annexure : Once in fortnight
- 11) Contractor should engage minimum 21 persons [20 workers + 1 Supervisor] daily to perform all the above work.
- 12) Quality of work and attendance of the labourers will be recorded by the respective buildings representative on all working days. The workers shall report at the allotted work place and commence work at 08.00 AM on all working days. A Xerox copy of the attendance of workers is required to be submitted along with the monthly bill.



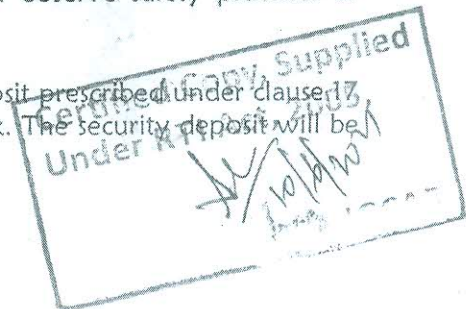
- 13) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
- 14) The contractor shall employ only adult labourers / workers for this work.
- 15) The contract labourers shall not be treated as IGCAR staff for any purpose whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's labourers.
- 16) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
- 17) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
- 18) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
- 19) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A], IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
- 20) The payment of wages to the labourers should be made by the contractor as per the Payment of Wages Act 1936 and the Minimum Wages Act 1948. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.
- 21) The payment of wages to the Labourers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
- 22) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
- 23) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
- 24) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
- 25) The contractor shall not appoint any sub-contractor for the work assigned to him/her.
- 26) The Contractor should provide uniform to all regular labourers deputed at the site for proper identification

Deputed at the site for
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- 27) The contractor shall follow all safety and security procedure that are in vogue and applicable during execution of the work. The Contractor should verify the character & antecedents of the labourers employed by them through local address prof issued by competent authorities such as ration card, aadhar card, driving licence, EB bill, telephone bills etc. The nationality of contract labourer also needs due verification.
- 28) The contractor at his/her own cost should obtain immediately Police Verification Certificates of labourers deployed at the site and submit the same along with necessary application to CISF for obtaining Entry Permits to his/her labourers .

SPECIAL CONDITIONS

- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for submitting his tender. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and **guidance to contractors for item rate tender and contract** applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Rates:** Works Contract Tax is not applicable.
- 6.0 Labour Welfare Cess @ 1% shall be deducted from the Gross Value of work done from Bill.
- 7.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.
- 8.0 **Security Rules:** The contractor and his labourers shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo passes to his workers at his / her own cost in the manner prescribed by the Department.
- 9.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's labourers .
- 10.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 11.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.





12.0 Labour Welfare Cess :Labour welfare Cess @ 1% shall be deducted from the Gross Value of work done from Bill.

13.0 Penalty clause : It shall be the responsibility of the contractor to provide a substitute in place of workers who remain absent. In case the contractor fails to engage 20 workers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 350 per day per worker will be recovered from the monthly bills of the contractor. This should not be charged on the workers engaged by him.

You are requested to contact Shri G. Vijayakumar, SO/G, Head, ESS, FRTG, Phone No 21008 who is the Officer-in-Charge for co-ordinating the work in Zone-2.

Receipt of this work order may please be acknowledged.

Yours faithfully,

[S. GOVERDHAN RAO]
Director [P&A]

For and on behalf of President of India

- Copy to :
1. DCA, IGCAR
 2. AO [R&SR] & Principal Employer, IGCAR
 3. Shri G. Vijayakumar, SO/F, Head, ESS, FRTG [Officer-in-Charge, Zone-2]
 4. Pass Section, Main Gate, CISF

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भारत सरकार
GOVERNMENT OF INDIA
परमाणु ऊर्जा विभाग
DEPARTMENT OF ATOMIC ENERGY

इंदिरा गांधी परमाणु अनुसंधान केंद्र
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH
कल्पाक्कम / KALPAKKAM/-603102
तमिलनाडु / TAMIL NADU

No.IGCAR/28(1)/2017-Admn(O&M)/Zone-3

Dt. 23.06.2017

To

M/s J.P. Contractor
No. 57, Ambedkar Nagar
Pudupattinam
Kalpakkam – 603 102.

Sir

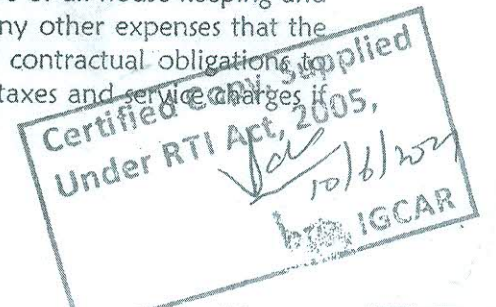
Sub:-Centralised House Keeping Work Zone-3

In response to our Tender Notice No.IGC/28(1)/2017-Admn(O&M)/Zone-3 dtd. 10.05.2017, your quotation dated 22.05.2017 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. Rs. 81,94,471/- [Rupees Eighty one lakhs ninety four thousand four hundred seventy one only] for a period of 2 years from 01.07.2017. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quantity and at the rate specified.

TERMS AND CONDITIONS

- 1) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-I.
- 2) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before the Principal Employer, IGCAR.
- 3) Period of contract will be Two years from the date of awarding the contract and can be extended for a further period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.

Received
J.P.
23/06/2017



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- 13) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
- 14) The contractor shall employ only adult labourers / workers for this work.
- 15) The contract labourers shall not be treated as IGCAR staff for any purpose whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's labourers.
- 16) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
- 17) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
- 18) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly, if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
- 19) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A], IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
- 20) The payment of wages to the labourers should be made by the contractor as per the Payment of Wages Act 1936 and the Minimum Wages Act 1948. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition] Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.
- 21) The payment of wages to the Labourers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
- 22) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
- 23) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
- 24) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
- 25) The contractor shall not appoint any sub-contractor for the work assigned to him/her.
- 26) The Contractor should provide uniform to all regular labourers deputed at the site for proper identification

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10/6/2017

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- 27) The contractor shall follow all safety and security procedure that are in vogue and applicable during execution of the work. The Contractor should verify the character & antecedents of the labourers employed by them through local address proof issued by competent authorities such as ration card, aadhar card, driving licence, EB bill, telephone bills etc. The nationality of contract labourer also needs due verification.
- 28) The contractor at his/her own cost should obtain immediately Police Verification Certificates of labourers deployed at the site and submit the same along with necessary application to CISF for obtaining Entry Permits to his/her labourers .

SPECIAL CONDITIONS

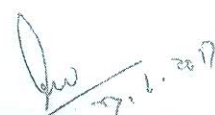
- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for submitting his tender. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and **guidance to contractors for item rate tender and contract** applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Rates:** Works Contract Tax is not applicable.
- 6.0 Labour Welfare Cess @ 1% shall be deducted from the Gross Value of work done from Bill.
- 7.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.
- 8.0 **Security Rules:** The contractor and his labourers shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo passes to his workers at his / her own cost in the manner prescribed by the Department.
- 9.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's labourers .
- 10.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.

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Under RTI Act, 2005,
10/6/2011
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- 55/c
- 11.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 12.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.
- 13.0 **Penalty clause :** It shall be the responsibility of the contractor to provide a substitute in place of labourers who remain absent. In case the contractor fails to engage 37 labourers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 350 per day per labourer will be recovered from the monthly bills of the contractor. This should not be charged on the labourers engaged by him/her.

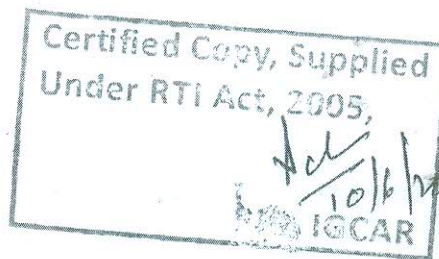
You are requested to contact Shri M. Ravi, SO/D, RDG, IGCAR, Phone No. 22469 who is the Officer-in-Charge for co-ordinating the work in Zone-3 .

Receipt of the Work Order may please be acknowledged.


[S. GOVERDHAN RAO]
Director [P&A]

For and on behalf of President of India

- Copy to : 1. DCA, IGCAR
2. AO[R&SR], & Principal Employer, IGCAR
3. Shri M.Ravi, SO/D, RDG, IGCAR [Officer-in-Charge, Zone-3]
4. Pass Section, Main Gate, CISF



भारत सरकार
GOVERNMENT OF INDIA

परमाणु ऊर्जा विभाग
DEPARTMENT OF ATOMIC ENERGY



इंदिरा गांधी परमाणु अनुसंधान केंद्र
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH

कल्पक्कम / KALPAKKAM/-603102
• तमिलनाडु / TAMIL NADU

No. IGCAR/28(1)/2017-Admn(O&M)/Zone-4

Dt23.06.2017

To

Shri S. Kothandapani
Contractor
Nathamedu Village
Vengampakkam Posst
Kalpakkam – 603102.

Sir

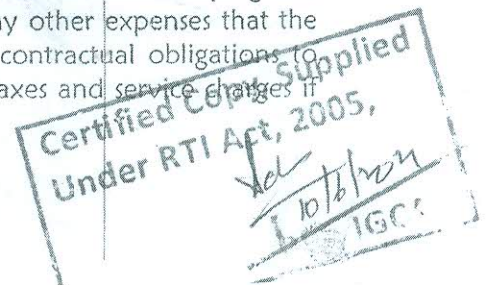
Sub:-Centralised House Keeping Work Zone-4

In response to our Tender Notice No.IGC/28(1)/2017-Admn(O&M)/Zone-4 dtd. 05.05.2017, your quotation dated 18.05.2017 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 62,83,145/- [Rupees Sixty two lakhs eighty three thousand one hundred forty five only] for a period of 2 years from 01.07.2017. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quantity and at the rate specified.

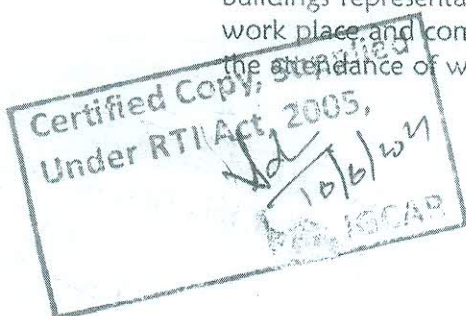
TERMS AND CONDITIONS

- 1) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-I.
- 2) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before the Principal Employer, IGCAR.
- 3) Period of contract will be Two years from the date of awarding the contract and can be extended for a further period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.

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- 6) The remuneration including all statutory levies etc. of the Contractor employed for the purpose of house keeping shall be borne by the Tenderer. Hours of work, wage, etc., of the Contractors shall be in accordance with the prevailing laws. The wages of workers shall be paid before 7th of every month without fail in their respective Bank Accounts under intimation to the Officer-in-Charge of the Zone. The minimum wages payable for Unskilled worker is Rs. 359/- and for Supervisor is Rs. 420/- per day with effect from 01.04.2017. Any subsequent increase in the minimum wages during the period of the contract period as notified by the Ministry of Labour & employment, New Delhi from time to time should be taken into account by the contractor while making payment.
 - 7) No escalation of rate would be allowed during the period of contract, which shall be valid for two years from the date of award.
 - 8) As per the Employees Provident Funds and Miscellaneous Provisions Act, 1952, social security in the form of Provident Fund, Insurance etc., should be provided to all employees who are employed for wages. The Contractor who will be providing outsourced workers is to register with Employees Provident Fund Organization [EPFO] and payment to the contract will be made only after verifying that of social security covers extended to such staff. The Contractor is liable to pay his contributions in respect of every eligible employee and deduct employee's contribution from wages bill and shall pay these contributions at the specified rate to the concerned authorities within 21 days of the last day of the Calendar month in which the contributions fall due. The EPF contribution @ 12% is recoverable from the employee and also payable now on the minimum wages of Rs. 359/- per day and Rs. 420/- per day as applicable based on the number of days engaged/worked.
 - 9) The ESI contributions payable @ 1.75% of the wages and that of employer's is 4.75% of the wages per month if it is introduced at Kalpakkam at later date.
 - 10) The work should be carried out as per details given below.
 - (a) Floor cleaning : Daily once
[Sweeping, cleaning, dusting of all the Floor area, stair cases, passages]
Washing and swabbing of all toilets with Cosmetic materials provided by the Department] : Daily two times
 - (b) Mopping floors, corridors : Weekly once
 - (c) Dusting & cleaning of window panels, doors, Fans and removing of cobwebs from the entire Buildings indicated in the Annexure : Once in fortnight
 - 11) Contractor should engage minimum 29 labourers [28 labourers + 1 Supervisor] daily to perform all the above work.
 - 12) Quality of work and attendance of the labourers will be recorded by the respective buildings representative on all working days. The workers shall report at the allotted work place and commence work at 08.00 AM on all working days. A Xerox copy of the attendance of workers is required to be submitted along with the monthly bill.



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- 13) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
 - 14) The contractor shall employ only adult labourers / workers for this work.
 - 15) The contract labourers shall not be treated as IGCAR staff for any purpose, whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's labourers.
 - 16) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
 - 17) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
 - 18) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
 - 19) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A], IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
 - 20) The payment of wages to the labourers should be made by the contractor as per the Payment of Wages Act 1936 and the Minimum Wages Act 1948. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.
 - 21) The payment of wages to the Labourers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
 - 22) All the persons deployed by the contractor shall be on the pay-rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
 - 23) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
 - 24) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
 - 25) The contractor shall not appoint any sub-contractor for the work assigned to him/her.

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- 26) The Contractor should provide uniform to all regular labourers deputed at the site for proper identification

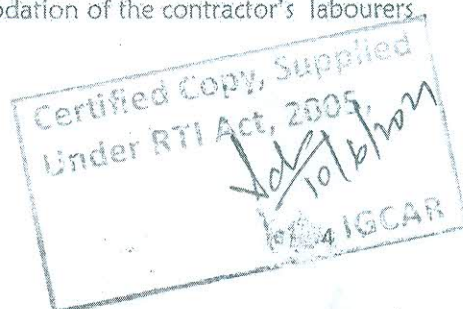
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27) The contractor shall follow all safety and security procedure that are in vogue and applicable during execution of the work. The Contractor should verify the character & antecedents of the labourers employed by them through local address proof issued by competent authorities such as ration card, aadhar card, driving licence, EB bill, telephone bills etc. The nationality of contract labourer also needs due verification.

28) The contractor at his/her own cost should obtain immediately Police Verification Certificates of labourers deployed at the site and submit the same along with necessary application to CISF for obtaining Entry Permits to his/her labourers.

SPECIAL CONDITIONS

- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for submitting his tender. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and guidance to contractors for item rate tender and contract applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Rates:** Works Contract Tax is not applicable.
- 6.0 Labour Welfare Cess @ 1% shall be deducted from the Gross Value of work done from Bill.
- 7.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.
- 8.0 **Security Rules:** The contractor and his labourers shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo-passes to his workers at his / her own cost in the manner prescribed by the Department.
- 9.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's labourers.



- 10.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 11.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.
- 12.0 **Penalty clause :** It shall be the responsibility of the contractor to provide a substitute in place of labourers who remain absent. In case the contractor fails to engage 28 labourers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 350 per day per labourer will be recovered from the monthly bills of the contractor. This should not be charged on the labourers engaged by him/her.

You are requested to contact Shri S. Parivallal, SO/E, CWD, IGCAR Phone No. 22766 who is the Officer-in-Charge for co-ordinating the work in Zone-4.

Receipt of this Work Order may please be acknowledged.

Yours faithfully,


[S. GOVERDHAN RAO]
Director [P&A]

For and on behalf of President of India

- Copy to : 1. DCA, IGCAR
2. AO [R&SR] & Principal Employer, IGCAR
3. Shri S. Parivallal, SO/E, CWD, IGCAR [Officer-in-Charge, Zone-4]
4. Pass Section, Main Gate, CISF



भारत सरकार
GOVERNMENT OF INDIA

परमाणु ऊर्जा विभाग
DEPARTMENT OF ATOMIC ENERGY



इंदिरा गांधी परमाणु अनुसंधान केंद्र
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH

कल्पाक्कम / KALPAKKAM/-603102
तमिलनाडु / TAMIL NADU

No. IGCAR/28(1)/2017-Admn(O&M)/Zone-5

Dt. 27.06.2017

Shri S. Shankar
Contractor
No. 1/102, Chengalani Amman Koil [Opp]
Sadras, Meyyur
Kalpakkam – 603102.

Sir,

Sub:-Centralised House Keeping Work Zone-5

In response to our Tender Notice No.IGC/28(1)/2017-Admn(O&M)/Zone-5 dtd. 03.05.2017, your quotation dated 16.05.2017 and the negotiation dated 12.6.2017 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 60,75,121/- [Rupees Sixty lakhs seventy five thousand one hundred twenty one] for a period of 2 years from 01.07.2017. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quantity and at the rate specified.

TERMS AND CONDITIONS :

- 1) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-I.
- 2) The contractor should submit the labourlicence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before the Principal Employer, IGCAR.
- 3) Period of contract will be Two years from the date of awarding the contract and can be extended for a further period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.

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Under RTI Act, 2005,

for
10/6/2017

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- 14) The contractor shall employ only adult labourers / workers for this work.
- 15) The contract labourers shall not be treated as IGCAR staff for any purpose, whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's labourers.
- 16) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
- 17) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
- 18) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
- 19) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A], IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
- 20) The payment of wages to the labourers should be made by the contractor as per the Payment of Wages Act 1936 and the Minimum Wages Act 1948. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.
- 21) The payment of wages to the Labourers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
- 22) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
- 23) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
- 24) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
- 25) The contractor shall not appoint any sub-contractor for the work assigned to him/her.
- 26) The Contractor should provide uniform to all regular labourers deputed at the site for proper identification
- 27) The contractor shall follow all safety and security procedure that are in vogue and applicable during execution of the work. The Contractor should verify the character & antecedents of the labourers employed by them through local address proof issued by competent authorities such as ration card, aadhar card, driving licence, EB bill, telephone bills etc. The nationality of contract labourer also needs due verification.



28) The contractor at his/her own cost should obtain immediately Police Verification Certificates of labourers deployed at the site and submit the same along with necessary application to CISF for obtaining Entry Permits to his/her labourers .

SPECIAL CONDITIONS

- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for submitting his tender. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and **guidance to contractors for item rate tender and contract** applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Rates:** Works Contract Tax is not applicable.
- 6.0 Labour Welfare Cess @ 1% shall be deducted from the Gross Value of work done from Bill.
- 7.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.
- 8.0 **Security Rules:** The contractor and his labourers shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo passes to his workers at his / her own cost in the manner prescribed by the Department.
- 9.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's labourers .
- 10.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 11.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.



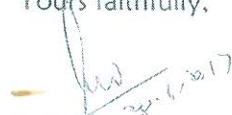
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Penalty clause : It shall be the responsibility of the contractor to provide a substitute in place of labourers who remain absent. In case the contractor fails to engage 24 labourers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 350 per day per labourer will be recovered from the monthly bills of the contractor. This should not be charged on the labourers engaged by him/her.

You are requested to contact Shri A. Venkataramana, SA/D, ESG, Phone No. 22202 who is the Officer-in-Charge for co-ordinating the work in Zone-5.

Receipt of this work order may please be acknowledged.

Yours faithfully,


[S. GOVERDHAN RAO]
Director [P&A]

For and on behalf of President of India

- Copy to :
1. DCA, IGCAR, Kalpakkam
 2. AO[R&SR] & Principal Employer, IGCAR, Kalpakkam
 3. Shri A. Venkataramana, SA/D, ESG [Officer-in-Charge, Zone-5]
 4. Pass Section, Main Gate, CISF, Kalpakkam



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GOVERNMENT OF INDIA
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DEPARTMENT OF ATOMIC ENERGY



14
इंदिरा गांधी परमाणु अनुसंधान
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH

कल्पाक्कम / KALPAKKAM/
तमिलनाडु / TAMIL NADU

No. IGCAR/28(1)/2017-Admn(O&M)/Zone-6

Dt. 27.06.2017

To

Smt. Priyanka Anand
Proprietor
M/s Navarathna Catering,
No. 15, Ayarpadi Street,
Nalverkoilpet,
Thriukazhukundram – 603 109.

Madam

Sub:-Centralised House Keeping Work Zone-6

In response to our Tender Notice No.IGC/28(1)/2017-Admn(O&M)/Zone-6 dtd. 03.05.2017, your quotation dated 16.05.2017 and negotiation dated 12.6.2017 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 51,47,989/- [Rupees Fifty one lakhs forty seven thousand nine hundred eighty nine only] for a period of 2 years from 01.07.2017. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quantity and at the rate specified.

TERMS AND CONDITIONS

- 1) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-I.
- 2) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before the Principal Employer, IGCAR.
- 3) Period of contract will be Two years from the date of awarding the contract and can be extended for a further period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges and any other charges.

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Under RTI Act, 2005,

106/15/17
Smt. Priyanka Anand
Proprietor
M/s Navarathna Catering
IGCAR

- 131
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- 6) The remuneration including all statutory levies etc. of the Contractor employed for the purpose of house keeping shall be borne by the Tenderer. Hours of work, wages etc., of the Contractors shall be in accordance with the prevailing laws. The wages of workers shall be paid before 7th of every month without fail in their respective bank account of the labourers under intimation to the Officer-in-Charge of the Zone. The minimum wages payable for Unskilled worker is Rs. 359/- and for Supervisor is Rs. 420/- per day with effect from 01.04.2017. Any subsequent increase in the minimum wages during the period of the contract period as notified by the Ministry of Labour & Employment from time to time should be taken into account by the contractor while making payment.
- 7) No escalation of rate would be allowed during the period of contract, which shall be valid for two years from the date of award.
- 8) As per the Employees Provident Funds and Miscellaneous Provisions Act, 1952, social security in the form of Provident Fund, Insurance etc., should be provided to all employees who are employed for wages. The Contractor who will be providing outsourced workers is to register with Employees Provident Fund Organization [EPFO] and payment to the contract will be made only after verifying that of social security covers extended to such staff. The Contractor is liable to pay his contributions in respect of every eligible employee and deduct employee's contribution from wages bill and shall pay these contributions at the specified rate to the concerned authorities within 21 days of the last day of the Calendar month in which the contributions fall due. The EPF contribution @ 12% is recoverable from the employee and also payable now on the minimum wages of Rs. 359/- per day and Rs. 420/- per day as applicable based on the number of days engaged/worked.
- 9) The ESI contributions payable @ 1.75% of the wages and that of employer's is 4.75% of the wages per month if it is introduced at Kalpakkam at later date.
- 10) The work should be carried out as per details given below.
- (a) Floor cleaning : Daily once
[Sweeping, cleaning, dusting of all the
Floor area, stair cases, passages]
- Washing and swabbing of all toilets with
Cosmetic materials provided by the Department] : Daily two times
- (b) Mopping floors, corridors : Weekly once
- (c) Dusting & cleaning of window panels, doors,
Fans and removing of cobwebs from the entire
Buildings indicated in the Annexure : Once in fortnight
- 11) Contractor should engage minimum 24 persons [23 workers + 1 Supervisor] daily to perform all the above work.

Quality of work and attendance of the labourers will be recorded by the respective buildings representative on all working days. The workers shall report at the allotted work place and commence work at 08.00 AM on all working days. A Xerox copy of the attendance of workers is required to be submitted along with the monthly bill.

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Under RTI Act, 2005,
10/6/2017
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- 90 12
- 13) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
 - 14) The contractor shall employ only adult labourers / workers for this work.
 - 15) The contract labourers shall not be treated as IGCAR staff for any purpose whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor labourers.
 - 16) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
 - 17) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
 - 18) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
 - 19) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A], IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
 - 20) The payment of wages to the labourers should be made by the contractor as per the Payment of Wages Act 1936 and the Minimum Wages Act 1948. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.
 - 21) The payment of wages to the Labourers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
 - 22) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
 - 23) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
 - 24) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
 - 25) The contractor shall not appoint any sub-contractor for the work assigned to him/her.

Certified Copy, Supplied
Under RTI Act, 2005,

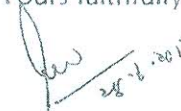
X
10/6/2011
IGCAR

- 10.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 11.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.
- 12.0 **Penalty clause :** It shall be the responsibility of the contractor to provide a substitute in place of labourers who remain absent. In case the contractor fails to engage 23 labourers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 350 per day per worker will be recovered from the monthly bills of the contractor. This should not be charged on the labourers engaged by him/her.

You are requested to contact Shri B. Balagopal, SO/D, FBTR Phone No 26275 who is the Officer-in-Charge for co-ordinating the work in Zone-6.

Receipt of this work order may please be acknowledged.

Yours faithfully,



[S. GOVERDHAN RAO]
Director [P&A]

For and on behalf of President of India

- Copy to : 1. DCA, IGCAR
2. AO [R&SR] & Principal Employer, IGCAR
3. Shri B. Balagopal, SO/D, FBTR [Officer-in-Charge, Zone-6]
4. Pass Section, Main Gate, CISF



RTI APPEAL DETAILS

RTI Appeal Registration No. : IGCAR/A /E/21/00006

RTI Appeal Received Date : 03/06/2021

RTI Request Registration No. : IGCAR/R /E/21/00022

RTI Request Registration Date : 21/04/2021

Name : Gopinath R

Gender : Male

Address : 7/113, Mutthalamman Kovil Street Sathuragapattinam village Chengalpattu District

Pin Code : 603102

State : Tamilnadu

Country : India

Phone : +91-7373431678

Mobile No. : +91-7373431678

Email : gopin098@gmail.com

Status : Rural

Educational Status :

Citizenship : Indian

Is Appellant below poverty line ? : No

CPIO of Public Authority Approached : 39219

CPIO's Order/Decision Date : Details not provided

CPIO's Order/Decision No. : Details not provided

Ground For Appeal : Provided Incomplete, Misleading or False Information

Text of RTI First Appeal : For requesting work order information in force in all zones and all divisions operating under Kalpakkam IGCAR, they may refer certain sections of their CPIO in certain sections of the CPIO without collecting and submitting the work order information in force in all zones and all sections and all sections of Section 6 (3) to the CPIO or ACPIO officer. Provides information only and hides / denies work order information in multiple segments. I further request that Kalpakkam IGCAR provide me with full details of all work orders in all the existing zones and all sections as per Section 7 (6) of the Act free of charge.

Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research

Kalpakkam – 603 102

No.IGCAR/2(10)/2021-22/Admn-Vig./350

June 14, 2021.

DETAILS OF RTI APPEAL

Name of the applicant	Shri R. Gopinath
Address	7/113, Mutthalamman Kovil street, Sathurangapattinam village, Chengalpattu district.
RTI Appeal registration No.	IGCAR/A/E/21/00006
Date of appeal	03/06/2021
RTI request registration No.	IGCAR/R/E/21/00022
RTI request registration date	21/04/2021
Date of reply	20/05/2021
Grounds for appeal	Provided incomplete, misleading or false information

ORDER

WHEREAS Shri R. Gopinath, resident of Mutthalamman Kovil street, Sathurangapattinam village, Chengalpattu district, Tamil Nadu, had filed an RTI application as detailed above. The Public Information Officer, IGCAR, vide letter No. No.IGCAR/2(10)/2021-22/Admn(Vig)/296 dated 20/05/2021 had given a reply to the Applicant. The information sought by the applicant and the information/reply furnished is reproduced below:

S.No.	Information sought	Information/reply furnished
01.	Provide information for photocopies of all contracts work order information pages provided by all the zonal administration of Indira Gandhi Atomic Research Centre IGCAR Kalpakkam from 01.04.2016 to 31.03.2021	Copies of the document containing work order awarded by the administration of IGCAR, Kalpakkam, from 01/04/2016 to 31/03/2021 will be provided on receipt of documentation charge of Rs.84 (Rs.2/- per page X 42 pages) which shall be remitted by way of cash against proper receipt or by demand draft or bankers cheque or Indian Postal Order payable to the Pay & Accounts Officer, IGCAR, Kalpakkam.

....2

S.No.	Information sought	Information/reply furnished
02.	Provide information data on the number of All contracts work order issued by the all zonal administration of Indira Gandhi Atomic Research Centre IGCAR Kalpakkam from 01.04.2016 to 31.03.2021	During the period 01.04.2016 to 31.03.2021, 11 nos. of work order were awarded by the administration of IGCAR.

02. AND WHEREAS not satisfied with the reply given by the Public Information Officer, Shri Gopinath has filed an appeal before the First Appellate Authority on the grounds that incomplete, misleading or false information has been provided.

03. AND WHEREAS the undersigned called for all the relevant records pertaining to the RTI application and perused the same. The information sought by the applicant is relating to all contracts work order issued by the administration of IGCAR. The information sought by the applicant has been furnished. Copies of the documents sought by the applicant have been provided to him by the Public Information Officer vide letter No.IGCAR/2(12)/2021-22/Admn(Vig)/330 dated 10/06/2021 on receipt of payment. Therefore, the reply given by the Public Information Officer cannot be said to be incomplete, misleading or false information. Furthermore, information is to be provided free of cost only if the information is not furnished within the prescribed time-limit. The required information was furnished on 20/05/2021 and uploaded on the portal.

It is brought to the notice of the applicant that As per Section 6 (1) of the RTI Act, 2005, information may be sought by making a request in writing or through electronic means in English or Hindi or in the official language of the area in which the application is being made.

04. NOW THEREFORE, the undersigned in exercise of the powers conferred under Section 19 (6) of the RTI Act, 2005, disposes the appeal as follows:

(i) The Public Information Officer is directed to inform the applicant that in case he is not satisfied with the information furnished to him, he may inspect the relevant records and such inspection shall be limited to the information originally sought by him.

05. As per Section 19(3) of the RTI Act, 2005, a second appeal against the above decision shall lie with the Central Information Commission, 2nd Floor, August Kranti Bhavan, Bikaji Cama Place, New Delhi-110066, within ninety days from the date on which the decision should have been made or was actually received by the appellant.


[K.R. Sethuraman] *msb 2021*
Chief Administrative Officer
First Appellate Authority
Tele No.27480359
Email: cao@igcar.gov.in

Copy to:

CPIO, IGCAR, for compliance.

भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY



सत्यमेव जयते

इंदिरा गांधी परमाणु अनुसंधान केंद्र
कल्पाक्कम, तमिलनाडु- 603 102.

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM, TAMILNADU- 603102.

Ref: IGCAR/2(12)/2021-22/Admn(Vig) / 362

June 22, 2021

Shri R Gopinath,
7/113, Mutthalamman Kovil Street,
Sathurangapattinam Village,
Chengalpattu (Dt).

Sir,

Sub: Compliance of Appellate Authority Order dated 14.06.2021

Please refer to Appellate Authority Order no. IGCAR/2(12)/2021-22/Admn(Vig)/350 dated 14.06.2021 directing CPIO, IGCAR to inform the applicant that in case he is not satisfied with the information furnished to him, he may inspect the relevant records and such inspection shall be restricted to the information originally sought by him on a mutually convenient date in the premises of the Public Authority after taking prior appointment of the CPIO for which he may contact APIO, IGCAR. The details of APIO are given below:

Smt Sajitha Subhash,
Assistant Personnel Officer,
Vigilance Section, IGCAR.
Tel. No. 044 - 27480500 - 22439
E-mail: aaoom@igcar.gov.in

2. The following charges will apply for inspection.

For the first hour	- No fee
For each subsequent hours (or part thereof)	- Rs. 5/- per hour
For copies of extract	- Rs. 2/- per page

Yours faithfully,

S. Jayakumari
22/6/21

(S. Jayakumari)
Administrative Officer (Vig)
Central Public Information Officer
E-mail: ao3frfcf@igcar.gov.in
Tel.No. 044-27480364

Copy to: CAO & Appellate Authority, IGCAR